



Board of Selectmen Agenda September 22, 2014
OFFICE OF THE BOARD OF SELECTMEN
730 MASSACHUSETTS AVE
ARLINGTON, MA 02476-4908

AGENDA

Monday, September 22, 2014
7:15 PM

1. Introduction of Management Analyst - Eve Margolis
Adam W. Chapdelaine, Town Manager
2. CONSENT AGENDA
 - a. Minutes of Meetings: August 18, 2014; September 8, 2014
 - b. Appointments of New Election Workers: (1) Caitlin Buckley, 41 Oldham Road, U, Pct. 11; (2) Robert F. Buckley, 112 Newland Road, D, Pct. 11; (3) Margaret Reiners, 68 Claremont Avenue, D, Pct. 6
 - c. Request: Contractor/Drainlayer License
G. Gullage Excavating, LLC, 150 Andover Road, Billerica, MA
 - d. Request: Contractor/Drainlayer License
NPD Construction Corporation, P.O. Box 551, Woburn, MA
 - e. Request: Contractor/Drainlayer License
Perennial Landscape Corporation, 22 Torrice Drive, Woburn, MA
 - f. Request: Contractor/Drainlayer License
Sean Farrell Excavation, Inc., 53 Gilbert Street, Quincy, MA
 - g. Request: One Day Beer & Wine License, 9/29/14 @ Robbins Memorial Town Hall Auditorium for Charles H. Lyons Dedication - Selectmen's Hearing Room
Board of Selectmen/Town Hall Events
 - h. Request: One Day Beer & Wine License, 10/11/14 @ Robbins Memorial Town Hall Auditorium for AHS Class of 1964 50th Reunion
Pat Scully, Committee Co-Chairman
 - i. Request: One Day All Alcohol License, 10/18/14 @ Arlington Catholic High School for 'That 70's Reunion'
Lee-Ann Pepicelli-Murray, Development Coordinator, ACHS
 - j. Request: One Day Beer & Wine License, 10/23/14 @ Masonic Hall, 19 Adademy Street for the Arlington Chamber of Commerce Recognition Banquet
Jenn Tripp, Chamber Executive Director
 - k. Request: One Day Beer & Wine License, 10/24/14 @ Robbins Memorial Town Hall Auditorium for '4th Annual Out on the Town Gala' to Support the Arlington Youth Counseling Center
Colleen Leger, Arlington Health and Human Services Charitable Corp.

PUBLIC HEARINGS

3. NSTAR Petition/Maple Street-75 Broadway

Richard Schifone, Supervisor Rights and Permits; (all abutters notified)

APPOINTMENTS

4. Transportation Advisory Committee
Melissa M. Laube (term to expire 12/31/2015)

LICENSES & PERMITS

5. Request: Common Victualler License (tabled from 9.8.14 meeting)
Lisa's Family Pizzeria, 1345 Massachusetts Avenue, Antonio J. Pizzeria
6. Request: Beer & Wine License (transfer)
Szechuan's Dumpling, 1360 Massachusetts Avenue, Lisa Yee

7. CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS/OTHER BUSINESS

8. (a) Discussion: Parking Concerns for Attendees of Mad in America International Film Festival, October 9 - October 12; (b) Request: Two One Day Beer & Wine Licenses: 10/9/14 @ Regent Theatre for Film Festival and 10/12/14 @ Robbins Memorial Town Hall for Gala Dinner and Awards Ceremony
Laura Delano, Mad in America
9. Request: Three Spaces On Street Overnight Parking, 17 Linwood Street
Debra Riccardi
10. Vote: Busking Administrative Fee
Douglas W. Heim, Town Counsel
11. Inter-Municipal Agreement - Yard Waste Disposal
Adam W. Chapdelaine, Town Manager
12. Discussion: Disposition of 1207 Massachusetts Avenue
Adam W. Chapdelaine, Town Manager
13. Approval of Board & Manager Goals FY2015 - FY2016
Adam W. Chapdelaine, Town Manager
14. Discussion: Selectmen's Handbook
Kevin F. Greeley, Selectmen (tabled from 9/8/14 meeting)
15. Vote: Nagaokakyo, Japan Letter of Support
Steven M. Byrne, Chair

CORRESPONDENCE RECEIVED

Remove 'No Parking' signs on Jason Street
David Bean, 50 Jason Street - Be Rec'd



Town of Arlington, Massachusetts

Introduction of Management Analyst - Eve Margolis



Town of Arlington, Massachusetts

Minutes of Meetings: August 18, 2014; September 8, 2014

ATTACHMENTS:

Type	Description
 Backup Material	Draft Minutes 8.18.14
 Backup Material	Draft Minutes 9.8.14

**Board of Selectmen
Meeting Minutes-Draft
Monday, August 18, 2014
7:15 PM**

Present: Mr. Curro, Vice Chair, Mr. Greeley, Mrs. Mahon and Mr. Dunn
Also present: Mr. Flanagan, Deputy Town Manager, Mr. Heim and Mrs. Sullivan
Absent: Mr. Byrne, Chair and Mr. Chapdelaine, Town Manager

Mr. Curro asked for a moment of silence for the death of George Dodge, a retired employee, and father of the Town's Tree Warden, Jim Dodge.

1. CONSENT AGENDA

a. Minutes of Meetings: August 4, 2014

Mr. Dunn moved approval.

SO VOTED (3-0-1)

Mr. Greeley abstained.

b. Request: Waive Parking Restrictions-Tufts and Foster Streets, 2014-2015 School Year
Deanne Benson, Lesley Ellis School

c. For Approval: 2nd Annual Arlington All Sports 'Trick or Trot' 5k Run, October 25, 2014

Melissa Dlugolecki, Athletic Director, Arlington High School

d. For Approval: Annual Town Day Road Race, September 13

Joe Connelly, Director of Recreation

e. For Approval: Town Day Banners in Arlington Center

Kathleen Darcy, Marie Krepelka, Town Day Co-Chairs

Mr. Dunn moved approval subject to all conditions set forth.

SO VOTED (4-0)

APPOINTMENTS

2. Appointment: Cable Advisory Committee

William Hayner (term to expire 7/31/2017)

This item was tabled until a future meeting.

3. Appointment: Council on Aging

Noreen Murphy (term to expire 6/30/2017) (tabled from 7/28/14 meeting)

Mr. Greeley moved approval.

SO VOTED (4-0)

4. Appointment: Council on Aging

Paul Raia, PhD. (term to expire 6/30/2017) (tabled from 7/28/14 meeting)

Mr. Dunn moved approval.

SO VOTED (4-0)

LICENSES & PERMITS

5. Request: Common Victualler License

Szechuan's Dumpling, 1360 Massachusetts Ave., Lisa Yee

Mrs. Mahon moved approval subject to all conditions set forth.

SO VOTED (4-0)

6. CITIZENS OPEN FORUM

There were no matters presented for consideration of the Board.

TRAFFIC RULES & ORDERS/OTHER BUSINESS

7. Requests @ 63-65 Windsor Street: a) Start hydraulic evaluation of drainage system on and around Windsor Street; b) 4 long-term overnight parking permits @ address; c) Reinstate 8 already used annual allowable overnight parking permits; d) More frequent inspections of the street including street cleaning, inspection of catch basins and inside of pipelines (until the permanent upgrades are performed).

Murat Engindeniz, Robert Munsey, 65 Windsor Street

Mr. Engindeniz explained he has been working with Public Works and Engineering for a resolution of the water problem at his home from the street. The Selectmen questioned him regarding help from the contractor, Keith Lombardi, since it was built recently in 2011. Mr. Engindeniz said he has tried but the contractor cannot be reached. Mr. Rademacher, Public Works Director, reported that this is a significant issue for these homeowners and that the front yard always flooded prior to the new construction. This property sits at the lowest point of the street and the storm in July was considered a very heavy, unusual storm of high intensity. After more discussion the following was agreed upon:

- a) Mr. Rademacher has installed a non-clogging drain basin. He will use a camera to review the inside of the drainage pipe for any problems, but he will have to find resources in order to do this.
- b) The request for 4 long term parking permits was referred to the parking sub-committee for recommendation.
- c) The 8 already used annual allowable overnight parking permits will be reinstated.
- d) Public Works will watch more frequently (Spring and Fall) regarding street cleaning. Additionally this address/street will be added to a watched problem pre-storm list for cleaning.

Mrs. Mahon moved approval.

SO VOTED (4-0)

8. For Approval and Authorization: Order of Taking, Notice of Taking, and Donation Authorization re: Arlington Bikeway Connection Project

Douglas W. Heim, Town Counsel

Mr. Greeley moved to approve the order of taking-approved and recorded.

SO VOTED (4-0)

Mr. Greeley moved approval of the taking and execution by using Selectmen signature stamps.

SO VOTED (4-0)

Mr. Greeley moved approval that the Town Manager be the authorized representative as donation authorization.

SO VOTED (4-0)

9. Discussion and Vote: NovusAgenda Purchase Decision

Andrew Flanagan, Deputy Town Manager

Mr. Greeley moved to support the NovusAgenda purchase decision.

SO VOTED (4-0)

CORRESPONDENCE RECEIVED

Sign Request

Geraldine N. Pedrini, Director, Sunshine Nursery School - Be Rec'd

Mr. Dunn referred this request to the Town Manager for review.

SO VOTED (4-0)

Stop Sign Request @ Intersection of Prospect Ave. and Hillside Ave.

Cheryl Mastrogiovanni, Thomas Dentremont via Request/Answer Center- Be Rec'd

Mr. Dunn moved to refer this to T.A.C. for recommendation.

SO VOTED (4-0)

Request September Childhood Cancer Awareness Month; Light the Town Hall Gold for September Timothy Feeney, V.P. Sophia's Fund - Be Rec'd

Mr. Feeney requested the Selectmen support his request to declare September Childhood Cancer Awareness Month. After some discussion on lighting the Town Hall gold it was decided to refer this to the Town Manager for review.

Mr. Greeley moved to declare September Childhood Cancer Awareness month with a proclamation to be read at a September meeting.

NEW BUSINESS

Mr. Flanagan announced Eve Margolis has been hired to fill the Management Analyst position in the Manager's Office.

Mrs. Mahon questioned if the Nagaokakyo Sister City relationship had been ended. Mr. Greeley answered by telling the Board that everything is fine, but they are going through their 10-year budget plan and everything was being reviewed.

Mr. Curro mentioned that he had the opportunity to meet the Town's new volunteer Arts and Culture Liaison, Amy Mongeau, and that the Arlington Commission on Arts and Culture would like to attend a Board meeting in the early fall to introduce Ms. Mongeau and to provide an update on their activities.

Mrs. Mahon moved receipt of correspondence.

SO VOTED (4-0)

Mrs. Mahon moved to adjourn at 9:00 PM.

SO VOTED (4-0)

A true record: Attest

Mary Ann Sullivan
Selectmen's Office

REFERENCE MATERIAL

1 A.	Backup Material 8/4/14 draft minutes
1B.	Backup Material Parking Restriction Request, Meeting Notice
1B.	Backup Material Police Recommendations
1C.	Backup Material Race Map
1C.	Backup Material Athletic Director Request
1D.	Backup Material Connelly letter and brochure
1E.	Backup Material Request from Co-Chairs
2.	Backup Material Hayner letter and resume, meeting notice

3.	Town Manager appointment request, Murphy letter, meeting notice
4.	Town Manager memo, Carp e-mail, Raia letter, meeting notice
5.	Cover Memo CV Application Packet
7.	Backup Material Rademacher response
7.	Backup Material Resident letter
8.	Memo for BOS re Takings with Orders, Notice and Sample Donation Form
9.	Novus Agenda summary information from Adam Kurowski
	Cover Memo Novus Agenda Feedback – Office
Corresp. Recv'd	Backup Material Sunshine Nursery School request, meeting notice
	Backup Material Request/Answer Center request
	Backup Material meeting notice
	Backup Material Feeney letter

**TOWN OF ARLINGTON
BOARD OF SELECTMEN**

Meeting Minutes-Draft
Monday, September 8, 2014
7:15 p.m.

Present: Mr. Byrne, Chair, Mr. Curro, Jr., Vice Chair and Mr. Dunn
Also present: Mr. Chapdelaine, Mr. Heim and Mrs. Sullivan
Absent: Mr. Greeley and Mrs. Mahon

FOR APPROVAL

1. Proclamation: Childhood Cancer Awareness Month

Steven M. Byrne, Chair

Mr. Byrne read the proclamation declaring September 2014 as childhood Cancer Awareness Month in Arlington.

Mr. Curro moved approval.

SO VOTED (3-0)

2. Request: a) Vote to Extend Useful Life of Certain Equipment for Upcoming Borrowing

Stephen Gilligan, Treasurer & Collector of Taxes

Mr. Dunn moved approval of the following vote:

SO VOTED (3-0)

Voted: that the maximum useful life of the departmental equipment listed below to be financed with a portion of the proceeds of the borrowing authorized by the vote of the Town passed May 14, 2014 (Article 30) is hereby determined pursuant to G.L. c.44, §7(9) to be as follows:

Purpose	Borrowing Amount	Maximum Useful Life
protective gear replacement	\$ 40,000	6 years
replace phone system	\$500,000	6 years
RFID project	\$126,000	6 years
Backhoe	\$110,000	6 years
1 ton dump truck (2)	\$ 90,000	6 years
3/4 ton pick-up (2)	\$ 80,000	6 years
4WD truck	\$140,000	6 years
Loader	\$165,000	6 years
MER - vehicle lift	\$ 50,000	6 years
sander body	\$ 17,000	6 years
1 ton utility truck	\$ 45,000	6 years
mini-loader	\$145,000	6 years
school bus 105	\$ 40,000	6 years
school maintenance van	\$ 40,000	6 years
Ottoson light and stage equipment and lockers	\$ 60,000	6 years
school van	\$ 25,000	6 years
parking meters	\$ 53,000	6 years

Request: b) Vote to Proceed

Stephen Gilligan, Treasurer & Collector of Taxes

Mr. Dunn moved approval to proceed on the items the treasurer stated.

SO VOTED (3-0)

3. CONSENT AGENDA

a. Minutes of Meeting: August 18, 2014

Tabled until the 9/22/14 meeting.

b. Request: Arlington Center for the Arts 15th Annual Arlington Open Studios; (1) Arts Center to be open on Sunday, October 19 from 12N - 5 p.m.; (2) Waiver of 'resident only parking' restrictions on Tufts and Foster streets for Saturday, October 18 and Sunday, October 19; (3) Placement of sandwich board @ intersection of Mass. Ave. and Rte. 60 from Sunday, 10/12 through Sunday 10/19.

Pamela Shanley, Arlington Center for the Arts

c. Appointments of New Election Workers: (1) John Flood, 62 Beverly Road, U, Pct. 11; (2) Jill Lewis, 37 Robbins Road, D, Pct. 18; (3) Mary Scott, 89 Dow Avenue, D, Pct. 8; (4) Donna Smith, 11 Brattle Street, D, Pct. 16; (5) Barbara Wagner, 6 Dow Avenue, D, Pct. 18

Mr. Curro moved approval subject to all conditions set forth.

SO VOTED (3-0)

APPOINTMENTS

4. Board of Youth Services

Libby Cole (term to expire 6/30/2017)

Mr. Curro moved approval.

SO VOTED (3-0)

5. Board of Youth Services

Lisa Pedulla (term to expire 6/30/2017)

Mr. Dunn moved approval.

SO VOTED (3-0)

6. Human Resources Board

Julie McKenzie (term to expire 6/30/2017)

Mr. Dunn moved approval.

SO VOTED (3-0)

LICENSES & PERMITS

7. Request: Common Victualler License

Woori, 9A Medford St., Hyun Jung Ra

Mr. Dunn moved approval subject to conditions set forth.

SO VOTED (3-0)

8. Request: Common Victualler License

Lisa's Family Pizzeria, 1345 Massachusetts Ave., Antonio J. Pizzeria

Tabled until the 9/22/14 meeting.

9. CITIZENS OPEN FORUM

There were no matters presented for consideration of the Board.

TRAFFIC RULES & ORDERS/OTHER BUSINESS

10. Discussion: Across Lexington Program

Nathaniel Stevens

Mr. David White, Arlington Conservation Commission, and Michael Tabacynski, Across Lexington, spoke on behalf of this request of inter-town cooperation to install 50 trail markers for the purpose of connectivity for users. The area for the markers would include East Lexington and some Arlington property in the Great Meadows and Reservoir area.

Mr. Dunn moved support of the sign installations.

SO VOTED (3-0)

After further discussion of joint responsibility for Reservoir maintenance it was agreed that Mr. Chapdelaine would draft a letter requesting financial cooperation from Lexington.

Mr. Dunn moved approval for a letter to be written.

SO VOTED (3-0)

11. Discussion: Selectmen's Handbook

Kevin F. Greeley, Selectmen

Tabled until the 9/22/14 meeting.

12. Request: One Space On Street Overnight Parking at 35 Wellington Street

Clara Gabriel

Mr. Dunn moved support of no action.

SO VOTED (3-0)

13. Discussion: Board and Town Manager Goals

Adam W. Chapdelaine, Town Manager

Tabled until the 9/22/14 meeting when all selectmen are present to vote.

14. Discussion: Nagaokakyo, Japan

Steven M. Byrne, Chair

Mr. Byrne will draft a letter for approval at the 9/22/14 meeting.

SO VOTED (3-0)

CORRESPONDENCE RECEIVED

Attorney General Approval, 2014 Town Meeting Bylaw Amendments

Martha Coakley, Attorney General

NEW BUSINESS

Mr. Chapdelaine reported that TAC will be proposing a policy on a complete street program for Selectmen approval.

Mr. Chapdelaine will introduce Eve Margolis, the newly hired Management Analyst in the Manager's Office.

Mr. Chapdelaine stated that both fundraisers the Moonlight at the Res and the COA 5K road race were well attended and successful.

Mr. Chapdelaine announced that we will be moving forward with NovusAgenda as the electronic meeting management system.

Mr. Dunn reminded everyone to vote on Tuesday, September 9th, the State Primary Election.

Mr. Curro reported that the Friends of Spy Pond did a fantastic job at their clean-up.

Mr. Curro announced the ribbon cutting ceremony of the Visitor Information Booth at the Uncle Sam Plaza.

Mr. Byrne reported that the COA 5K road race was a great event with Mr. Chapdelaine placing in the top 20 runners.

Mr. Curro moved to adjourn at 8:15 PM.

SO VOTED (4-0)

A true record: Attest

Mary Ann Sullivan

Selectmen's Office

Next scheduled meeting of BoS September 22, 2014.

9 / 8 /14

Agenda Item	Documents Used
1	Backup Material Proclamation-Sophia's fund
2	Backup Material Vote to extend the useful life of equipment reference
3(a)	Backup Material Draft minutes 8.18.14
3(b)	Backup Material Letter from Pam Shanley
3(c)	Backup Material Master Records of appointees
4	Backup Material Town Manager memorandum, Cole resume, meeting notice
5	Backup Material Town Manager memorandum, Pedulla cover letter and resume, meeting notice
6	Backup Material Town Manager memorandum, McKenzie cover letter and resume, meeting notice
7	Cover Memo Woori application packet
8	Backup Material Lisa's Family Pizzeria reference material
9	
10	Backup Material Request letter for Across Lexington Backup Material Project Summary
11	
12	Backup Material Inspections Summary Report Backup Material Fire Dept. Review and Recommendations Backup Material Police Dept. Review and Recommendations Backup Material Resident Request Backup Material Resident Meeting Notice
13	Backup Material Town Manager Document
14	Backup Material Letter from Mayor
Corr. Rec'vd	Backup Material Letter from Attorney General Office



Town of Arlington, Massachusetts

Appointments of New Election Workers: (1) Caitlin Buckley, 41 Oldham Road, U, Pct. 11; (2) Robert F. Buckley, 112 Newland Road, D, Pct. 11; (3) Margaret Reiners, 68 Claremont Avenue, D, Pct. 6

ATTACHMENTS:

Type	Description
 Backup Material	C. Buckley, R. Buckley, M. Reimers Master Records

ELECTION WORKER'S MASTER RECORD

Date: 9/8/14

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position INSPECTOR

Name CAITLIN BUCKLEY Democrat _____

Address 41 OLDHAM ROAD Republican _____

_____ Unenrolled ☒

Zip Code 02474 Precinct 11

Alpha/Last Name _____ Phone # 339-368-0565

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 9/9/14

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector

Name F. Robert Buckley Democrat ☒

Address 112 NEWLAND ROAD Republican _____

Unenrolled _____

Zip Code 02474 Precinct 11

Alpha/Last Name _____ Phone # (781) 646-5658
(617) 872-3850

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 9/8/14

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position INSPECTOR
Name MARGARET REIDERS Democrat ☒
Address 68 CLAREMONT AVENUE Republican _____
Unenrolled _____
Zip Code 02476 Precinct 6
Alpha/Last Name _____ Phone # 781-646-9611

Position Codes:

10 Warden	60 Deputy Clerk
20 Deputy Warden	70 Teller
30 Inspector	80 Substitute
40 Deputy Inspector	90 Custodian
50 Clerk	



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

ATTACHMENTS:

Type

Description

Backup Material

Engineering reference, Gullage application with references, meeting notice

Kurt Kelley

RECEIVED
ELECTRONIC'S DEPT
ARLINGTON, MA 02476
SEP 15 12 24 PM '14

From: Kurt Kelley [kpkelley@town.arlington.ma.us]
Sent: Friday, September 12, 2014 11:16 AM
To: 'Fran Reidy'
Cc: 'Eileen Messina'
Subject: Yet Another - Approved Contractor Application - G. Gullage Excavating LLC
Attachments: G. Gullage Excavating, LLC.pdf

Hi Fran,

Attached please find a Drainlayer's Application that I received recently. Based on recommendations provided to us by the applicant, our office recommends issuance of a Drainlayer's License to G. Gullage Excavating, LLC of Billerica, MA.

I will be forwarding you a hardcopy of their application and \$75 application fee via interoffice mail. Please let me know if there's anything else I can provide you.

Have a good weekend.

Thanks,
Kurt

**TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**

51 GROVE STREET
ARLINGTON, MA 02476

PHONE: 781-316-3386

FAX: 781-316-3281

WEB



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☐ Driveway Work ☐ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Greg Gullage Excavating LLC
Select One: ☐ Corporation ☐ Partnership ☐ Proprietorship ☒ Other: LLC
Street Address: 150 Andover Road City/Town: Billerica State: Ma
Primary Phone: (978) 667-7410 E-mail: _____
Length of Time in Business under the same Firm Name: 12 years
Full Name(s) of Principal(s): Greg Gullage
Primary Contact Person: Greg Gullage

Experience/Previous Work

Nature of Typical/Standard Work: Drain, Foundation, Water and Sewer
Have you ever performed this type of work in Arlington: ☐ Yes ☐ No
If Yes, Please provide Location: _____ Approximate Date: _____
Total Amount of such construction this year: all year/yr
Total Amount of such construction last year: 9 month
Total Amount of such construction next previous year: all year

Municipal References - Please Attach Written Reference Letters

Municipality: Town of Chelmsford
Primary Contact Name: Rick Rowell Email: _____
Municipality: Town of Burlington
Primary Contact Name: Lisa Mattarazza Email: (781) 270-1640
Municipality: Town of Billerica
Primary Contact Name: Lorraine Sander Email: _____

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: TD Bank North Phone: (978) 667-4106
Federal Tax ID or Social Security #: _____
Note to Town Staff: Redact Social Security # before releasing document
Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Greg Gullage Date: 8/29/14

Reset Form

Print Form



Department of Public Works – Wastewater Division
70 Letchworth Avenue, North Billerica, Massachusetts 01862
PH: (978) 671-0956 FAX: (978) 671-1305

Abdul Alkhatib, Director
Lorraine Sander, Superintendent

August 28, 2014

Town of Arlington
Arlington, MA

RE: Greg Gullage Excavating

To Whom It May Concern:

G. Gullage Excavating is a licensed drain layer in the town of Billerica, Massachusetts and has performed water and sanitary sewer installations according to the town of Billerica rules and regulations. All work has been done in a timely and professional manner.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lorraine Sander".

Lorraine Sander
Superintendent



DPW-SEWER DIVISION

*50 Billerica Road
Chelmsford, MA 01824-2777*

Telephone (978) 250-5233

Fax: (978) 250-5236

August 21, 2014

To Whom it may concern,

G. Gullage Excavating is currently licensed as a Drainlayer in the Town of Chelmsford. He has conformed to all town rules and regulations.

If you have any questions, please contact the Sewer Division Office at (978) 250-5233.

Sincerely,

Richard Rowsell
Chelmsford Sewer Inspector



Town of Burlington Engineering Division
25 Center Street
Burlington, MA 01803
Phone 781-270-1640 Fax 781-238-4693
www.Burlington.org

August 27, 2014

To Whom It May Concern:

G. Gullage Excavating, LLC has performed Sewer and Water connections in the Town of Burlington. We have not had any problems with the company nor its employees. If you have any questions please feel free to call me at 781-270-1640.

Yours truly,

A handwritten signature in black ink, appearing to read "TFH", is written over the typed name.

Thomas F. Hayes, PE
Town Engineer

TFH/lrm

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 15, 2014

Greg Gullage
Gullage Excavating, LLC
150 Andover Road
Billerica, MA 01821

Dear Mr. Gullage:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, September 22nd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

ATTACHMENTS:

Type

Description

Backup Material

Engineering reference, NPD application, meeting notice

Kurt Kelley

From: Kurt Kelley [kpkelley@town.arlington.ma.us]
Sent: Monday, September 08, 2014 8:45 AM
To: 'Fran Reidy'
Cc: 'Eileen Messina'
Subject: Drainlayer Application - NPD Construction Corp.
Attachments: NPD Construction Corp.pdf

Hi Fran,

Attached please find a Drainlayer's Application that I received last week. Based on recommendations provided to us by the applicant, our office recommends issuance of a Drainlayer's License to NPD Construction Corp. of Woburn, MA.

I will be forwarding you a hardcopy of their application and \$75 application fee via interoffice mail. Please let me know if there's anything else I can provide you.

Thanks,
Kurt

**TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**

51 GROVE STREET
ARLINGTON, MA 02476
PHONE: 781-316-3386
FAX: 781-316-3281
WEB

RECEIVED
ELECTRICITY
DIVISION
SEP 8 4 33 PM '14



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☐ Water ☐ Sanitary Sewer ☐ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: NPD CONST CORP
Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____
Street Address: PO Box 551 City/Town: WOBURN State: MA
Primary Phone: 617 719 1497 E-mail: NOEL31@GMAIL.COM
Length of Time in Business under the same Firm Name: 6 Years
Full Name(s) of Principal(s): NOEL DANAHER
Primary Contact Person: NOEL

Experience/Previous Work

Nature of Typical/Standard Work: Driveways Concrete Work Sidewalks
Have you ever performed this type of work in Arlington: ☐ Yes ☒ No
If Yes, Please provide Location: _____ Approximate Date: _____
Total Amount of such construction this year: _____
Total Amount of such construction last year: _____
Total Amount of such construction next previous year: _____

Municipal References - Please Attach Written Reference Letters

Municipality: WINCHESTER 781 389 8015
Primary Contact Name: PAUL GANGE Email: _____
Municipality: WOBURN CONCRETE 781 933 4700
Primary Contact Name: ITEL Email: _____
Municipality: COUGHLIN MASONRY 781 953 8678
Primary Contact Name: DAVE Email: _____

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: TD BANK Phone: 781 326 0100

Federal Tax ID or Social Security #:

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Noel Date: 8/30/14

Reset Form

Print Form

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 9, 2014

Noel Danaher
NPD Construction Corporation
P.O. Box 551
Woburn, MA 01801

Dear Mr. Danaher:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, September 22nd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

ATTACHMENTS:

Type

Description

Backup Material

Engineering reference, Perennial Landscape application, meeting notice

Kurt Kelley

From: Kurt Kelley [kpkelley@town.arlington.ma.us]
Sent: Wednesday, September 10, 2014 7:50 AM
To: 'Fran Reidy'
Cc: 'Eileen Messina'
Subject: Drainlayer Application - Perennial Landscape Corporation
Attachments: Perennial Landscape Corporation.pdf

RECEIVED
TOWN OF ARLINGTON
SEP 10 12 03 PM '14

Hi Fran,

I got another one... Attached please find a Drainlayer's Application that I received recently. Based on recommendations provided to us by the applicant, our office recommends issuance of a Drainlayer's License to Perennial Landscape Corporation of Woburn, MA.

I will be forwarding you a hardcopy of their application and \$75 application fee via interoffice mail. Please let me know if there's anything else I can provide you.

Thanks,
Kurt

**TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**

51 GROVE STREET
ARLINGTON, MA 02476

PHONE: 781-316-3386

FAX: 781-316-3281

WEB



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☐ Water ☐ Sanitary Sewer ☐ Stormwater Drainage ☐ Sewer/Drain Inspection ☐ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Perennial Landscape Corporation

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____

Street Address: 22 Torrice Drive City/Town: Woburn State: MA

Primary Phone: 781-729-1719 E-mail: scott@perenniallandscape.com

Length of Time in Business under the same Firm Name: 20 years

Full Name(s) of Principal(s): Scott Carzo

Primary Contact Person: _____

Experience/Previous Work

Nature of Typical/Standard Work: install asphalt sidewalk

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: _____

Total Amount of such construction last year: _____

Total Amount of such construction next previous year: _____

Municipal References - Please Attach Written Reference Letters

Municipality: N/A residential

Primary Contact Name: _____ Email: _____

Municipality: _____

Primary Contact Name: _____ Email: _____

Municipality: _____

Primary Contact Name: _____ Email: _____

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Winchester Cooperative Bank Phone: 781-729-3620

Federal Tax ID or Social Security #: _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Scott Carzo Date: 8/22/14

Reset Form

Print Form

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 10, 2014

Scott Carzo
Perennial Landscape Corporation
22 Torrice Drive
Woburn, MA 01801

Dear Mr. Carzo:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, September 22nd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

ATTACHMENTS:

Type

Description

Backup Material

Engineering recommendation, Farrell application,
meeting notice

From: "Kurt Kelley" <kpkelley@town.arlington.ma.us>
To: "Fran Reidy" <FReidy@town.arlington.ma.us>
Cc: "Eileen Messina" <EMessina@town.arlington.ma.us>
Date: 09/16/2014 11:46 AM
Subject: Drainlayer Application - Sean Farrell Excavation, Inc.

Hi Fran,

Hoping that you can squeeze one more drainlayer application into the next Selectmen's Hearing. Attached please find a Drainlayer's Application that I received from Sean Farrell Excavation, Inc. Based on recommendations provided to us by the applicant, our office recommends issuance of a Drainlayer's License to them

As usual, I will be forwarding you a hardcopy of their application and \$75 application fee via interoffice mail. Please let me know if there's anything else I can provide you.

Thanks,

Kurt

TOWN OF ARLINGTON
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

51 GROVE STREET
ARLINGTON, MA 02476

PHONE: 781-316-3386



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Sean Ferrell Excavation Inc.

Select One: ☐ Corporation ☐ Partnership ☐ Proprietorship ☐ Other:

Street Address: 53 Gilbert street City/Town: Quincy State: MA

Primary Phone: 617-472-2020 E-mail: Paddy@seanferrellexcavation.com

Length of Time in Business under the same Firm Name: 18 years

Full Name(s) of Principal(s):

Primary Contact Person: John Ferrell

Experience/Previous Work

Nature of Typical/Standard Work: Excavation, earthwork, site development, water + sewer

Have you ever performed this type of work in Arlington: ☒ Yes ☐ No

If Yes, Please provide Location: (several years ago) Approximate Date: N/A

Total Amount of such construction this year:

Total Amount of such construction last year: N/A

Total Amount of such construction next previous year:

Municipal References - Please Attach Written Reference Letters

Municipality: Town of Brookline

Primary Contact Name: Deborah Baker

Email: Dbaker@brookline.ma.gov

Municipality: Town of Milton

Primary Contact Name: John Thompson

Email: Jthompson@townofmilton.org

Municipality:

Primary Contact Name:

Email:

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Eastern Bank

Phone: 617-689-1746

Federal Tax ID or Social Security:

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signatures:

John Ferrell

Date:

Reset Form

Print Form

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 16, 2014

John Farrell
Sean Farrell Excavation Inc.
53 Gilbert Street
Quincy, MA 02170

Dear Mr. Farrell:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, September 22nd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 9/29/14 @ Robbins Memorial Town Hall Auditorium for Charles H. Lyons Dedication - Selectmen's Hearing Room

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Backup Material	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Board of Selectmen & Patsy Kraemer

Address, phone & e-mail contact information: Town Hall, 730 Mass. Ave., Arlington, MA 02476
BoS office: 781 316-3020/mkrepelka@town.arlington.ma.us
P. Kraemer: 781 858-8629/pkraemer@town.arlington.ma.us/Town Hall Events

Name & address of Organization for which license is sought:
Board of Selectmen/Town Hall Events, Town Hall, 730 Mass. Ave., Arlington, MA 02476

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above): Patsy Kraemer

Address, phone & e-mail contact information:
730 Mass. Ave., 781 858-8629
pkraemer@town.arlington.ma.us

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ No ☒ Yes If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

N/A

24-Hour contact number for Responsible Manager on Event date: 781 858-8629/Patsy

Title of Event:
Charles H. Lyons Dedication - Selectmen's Hearing Room

Date/time of Event: September 29, 2014, 5:30p.m.-7:30 p.m.

Location of Event: Town Hall-Auditorium

Location/Event Coordinator: Paul Turano/Tryst (781641-2227)

Method(s) of invitation/publicity for Event: Formal mailed invitation

Number of people expected to attend: 250 attendees

Expected admission/ticket prices: no admission fee

Expected prices for food and beverages (alcoholic and non-alcoholic):

No food fee; \$5 fee per beer and/or glass of wine

Will persons under age 21 be on premises? No

If "yes," please detail plan to prevent access of minors to alcoholic beverages. N/A

Have you consulted with the Department of Police Services about your security plan for the Event?

Yes-Officer Rateau

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rateau date 9/18/14
Off. Corey P. Rateau
Printed name/title

POLICE COMMENTS:

Request at least 1 (one) safety detail officer. Need to list alcohol wholesaler. Also need copies of T.I.P.S. Certifications.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

Beer and Wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

Food: appetizers & light dinner; beverages: water & tonic

Who will be responsible for serving alcoholic beverages at the Event? certified bar tenders (2)

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS certified # 2902304(Paul Turano) & #3259862 (Andrew Healy)

ServeSafe certified #10178206 (Erika Nelson) & # 9185428 (Heather Stangel)
attached - see security plan

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

TIPS certified # 2902304(Paul Turano) & #3259862 (Andrew Healy)

ServeSafe certified #10178206 (Erika Nelson)


Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) MS Walker

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
wholesaler will pick up left-over Tuesday morning

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) Association Restaurant Group Inc.

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: Paul Turano

Printed title & Organization
name: Tryst

Email: paul@trystrestaurant@gmail.com

SECURITY PLAN FOR C. LYONS EVENT

BoS/Town Hall Events is sponsoring an event-a dedication of the Selectmen's Hearing Room to Charles H. Lyons on Monday, September 29, 2014 from 5:30-7:30 PM.

The Security plan is:

- Tickets are required to attend the event-no one under 21 years of age is an invited guest.
- Tryst will provide the food and bartender service. Patsy Kraemer will be the hostess/manager for the event. There will be a Town Hall custodian at the event. These are the people responsible for ensuring that the event runs smoothly.
- A police detail and fire service detail will be hired for the event.
- There will be 2 stations/bar areas:
bartenders will be TIPS/SafeServ certified
seller/bartender must see ID's
manager shall check on bar area throughout the night
- Beer & Wine will be served in 12 oz and 4 oz glasses



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 10/11/14 @ Robbins Memorial Town Hall Auditorium for AHS Class of 1964 50th Reunion

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Backup Material	Beer & Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Pat Scully, Committee Co-Chairman

Address, phone & e-mail contact information:

108 Bertwell Rd, Lexington, Ma. 781-863-1024 pscully50@gmail.com

Name & address of Organization for which license is sought:

AHS Class of 1964 organizational committee, Arlington School System

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Jane Barry, Committee Co-Chairman, 6 Beach Rd, Gloucester, Ma. 978-335-1573

Address, phone & e-mail contact information:

6 Beach Rd., Gloucester, Ma. 978-335-1573 morganbarry@gmail.com & Pat Scully (see above info)

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?
NO If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
One time event

24-Hour contact number for Responsible Manager on Event date:

Jane Barry , 978-335-1573

Title of Event:

AHS Class of 1964 50th Reunion Reception

Date/time of Event: Saturday, October 11, 2014, ~~7:00 pm-10 pm~~ 6:30 - 10:00

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer

Method(s) of invitation/publicity for Event:

website, Arlington Advocate, class mailings

Number of people expected to attend: 125 - 150

Expected admission/ticket prices: \$75.00

Expected prices for food and beverages (alcoholic and non-alcoholic):

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rategan date 9/11/14
Off. Corey P. Rategan
Printed name/title
One detail officer should be requested.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

Beer and Wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

food stations/light supper

Who will be responsible for serving alcoholic beverages at the Event?

Premier Bartending, Ed Garland

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Ed Garland - attached certificate

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Ed Garland, 10/3/68

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Horizon

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

The Committee members will take any left-over alcohol with them.

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: Patricia Scully

Printed name: Patricia Scully

Printed title & Organization name: Arlington High School, class of 1964

Email: pscully50@gmail.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

1 September 2014

SECURITY PLAN FOR AHS 1964 Class Reunion Reception

A reception for the AHS Class of 1964 50th Reunion will be held on Saturday, October 11, 2014, in the auditorium at Arlington Town Hall. The event is scheduled for 7:00 pm to 10:00 pm.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 125- 150 people to attend. Only adults who have purchased tickets for the reception will attend this event.

Patsy Kraemer will be the event coordinator for the event. Premier Bartending Service will provide bartender service. Greg Stathopoulos will be the custodian for the event. A committee of 15 class members will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



Issued: 1/17/2014 Expires: 12/1/2014
ID#: 38942 Trainer Year: 10

Edward R Garland, Jr.
28 Saunders St
North Weymouth, MA 02191-1014

Trainer Certification Card



Town of Arlington, Massachusetts

Request: One Day All Alcohol License, 10/18/14 @ Arlington Catholic High School for 'That 70's Reunion'

ATTACHMENTS:

Type		Description
<input type="checkbox"/>	Backup Material	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Arlington Catholic High School

Address, phone & e-mail contact information: 16 Medford St Arlington
781 646 5101 lpericelli@achs.net

Name & address of Organization for which license is sought: Same

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Lee-Ann Pericelli-Murray

Address, phone & e-mail contact information: Same

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? Yes If so, please give date(s) of special licenses and/or applications and title of event(s). 3/29/14-QUIZ NIGHT, 5/9/14-10K

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

24-Hour contact number for Responsible Manager on Event date: 617 605 9727

Title of Event: Tha 70's Reunion

Date/time of Event: October 18th, 2014 6³⁰pm

Location of Event: Arlington Catholic High School

Location/Event Coordinator: lpericelli@achs.net

Method(s) of invitation/publicity for Event: Invite to community members

Number of people expected to attend: 150

Expected admission/ticket prices: \$30

Expected prices for food and beverages (alcoholic and non-alcoholic): \$3 beer/wine \$4 mixed drinks
\$3 beer/wine \$4 soda/water

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?

please see attached

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rotaru

date 9/11/14

Off. Corey P. Rotaru

Printed name/title

One detail officer should be requested.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

Beer, wine, mixed drinks

What types of food and non-alcoholic beverages do you plan to serve at the Event?

Soda water various food

Who will be responsible for serving alcoholic beverages at the Event?

Joe Summons Bartender

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Joe Summons
Certification attached

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Joe Summons 9/9/70

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Atlas Liqueurs, Medford

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
They will be returned to Atlas Liqueurs, Medford

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

Please see attached

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: ERIN SIMMONS

Printed title & Organization name: Development Coordinator ACHS

Email: esimmons@achs.net

70's Reunion Security Plan

Arlington Catholic's 70's Reunion will have approximately 150 attendees. It is a fundraising event for the school. This is our 1st year holding this event. We will have a bar available as well as food.

Prevention of Sale of Alcohol to Minors:

First and foremost, no one is allowed to attend the event unless they are 21 and over. Additionally, AC has a certified bartender who will check IDs for everyone, Joseph Simmons (his certification information is enclosed). There will also be additional volunteers available to serve soda and non-alcoholic beverages.

Traffic and Parking:

We do not anticipate any traffic issues as the school daily has over 800 people in the building and there will be far fewer people in attendance that evening. Attendees are being told to park in the Municipal Lot behind the school and to use the metered spaces not the permit only spaces.

General Crowd Control:

Arlington Catholic will have numerous school administrators present should any issues arise.

Evacuation Plan:

The school evacuation plan that was developed to evacuate students during the day will be put into use if any emergencies occur. The emergency plan is posted in all areas of the school with explicit instructions of what to do in an emergency. Again, school administrators and staff will be available to assist and direct if anything were to occur.

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

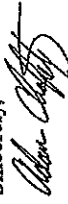
Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



eTIPS On Premise 2.0 SSN: XXX-XX-XXXX

Issued: 3/8/2014 Expires: 3/8/2017

ID#: 3673453 D.O.B.: XXXXX/XXXX

Joseph Paul Simmons
Arlington Catholic High School
16 Medford St
Arlington, MA 02474-3121

For service visit us online at www.gettips.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/22/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roman Catholic Archdiocese of Boston 66 Brooks Drive Braintree, MA 02184		CONTACT NAME: PHONE (A/C, No, Ext): 617-746-5742 FAX (A/C, No): 617-779-4572 E-MAIL: ormadmin@rcab.org ADDRESS:	
INSURED Location 080-003 Arlington Catholic High School 16 Medford Street Arlington MA 02471		INSURER(S) AFFORDING COVERAGE INSURER A: National Catholic Risk Retention Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10083-001	

COVERAGES

CERTIFICATE NUMBER: 080003 0108-01-13

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			RCAB \$250,000.00 RRG 10358-17 \$750,000.00	07/01/14	07/01/15	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	<input checked="" type="checkbox"/> Host Liquor Liability						MED EXP (Any one person) \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$
	OTHER:						PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)	<input type="checkbox"/> Y/N	<input type="checkbox"/> N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below:						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of General Liability including Host Liquor Liability for School fundraisers

October 18, 2014, - March 21, 2015, - April 11, 2015, - and May 8, 2015

Town of Arlington is an additional insured where required by written contract.

CERTIFICATE HOLDERTown of Arlington, Massachusetts
730 Massachusetts Avenue
Arlington, MA 02476**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2014 ACORD CORPORATION. All rights reserved.



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 10/23/14 @ Masonic Hall, 19 Adademy Street for the Arlington Chamber of Commerce Recognition Banquet

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Backup Material	One Day Llcense application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Arlington Chamber of Commerce

Address, phone & e-mail contact information: 611 Mass Ave ; Arlington MA 02474
info@arcc.org

Name & address of Organization for which license is sought: same as above

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Jenn Tripp

Address, phone & e-mail contact information: 781-643-4600 (same as above)

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? no If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

Yes, November 2012 Sons of Italy Hall Arlington

24-Hour contact number for Responsible Manager on Event date: 781-643-4600 Jenn Tripp

Title of Event: Chamber Recognition Banquet

Date/time of Event: 10-23-14 530-9pm

Location of Event: Masonic Hall ; 19 Academy St.

Location/Event Coordinator: Patoy Kraemer

Method(s) of invitation/publicity for Event: mail + email invitations

Number of people expected to attend: 125

Expected admission/ticket prices: \$60

Expected prices for food and beverages (alcoholic and non-alcoholic): \$6

Will persons under age 21 be on premises? no

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?

yes

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

_____ date _____

Printed name/title

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

wine and beer

What types of food and non-alcoholic beverages do you plan to serve at the Event?

buffet dinner, water + soft drinks

Who will be responsible for serving alcoholic beverages at the Event?

TIPS Certified Bartenders (see below)

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS Certified

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

James Hayden Pretzman
331 Lake St.
Arlington MA 02474
4-10-1993

Sandy Jones
29 Hudson Rd
Sudbury MA
01776

7-31-1969

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Turtle Creek & The Lexington Consulting Group
Jack's Abby (Jack's Abby)

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Jenn Tripp - return to chamber

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

Quinn Ins. Company

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature:

Printed name:

Printed title & Organization name: Executive Director Arlington Chamber Commerce

Email:

info@arccc.org



ROBBINS MEMORIAL TOWN HALL AUDITORIUM

730 Massachusetts Avenue, Arlington, Ma. 02476

September 3, 2014

SECURITY PLAN FOR CHAMBER OF COMMERCE ANNUAL RECOGNITION DINNER

The Arlington Chamber of Commerce will hold its Annual Dinner event on Thursday, October 23, 2014, at the Arlington Masonic Hall, 19 Academy Street, Arlington, MA from 5:30-9pm

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan:

This is an Arlington Chamber of Commerce event, being held at the Masonic Lodge and the Chamber Events Committee members will be onsite to ensure the safety and security of all attendees and the event as a whole.

Tickets will be sold for the event. We anticipate approximately 125 people to attend. All attendees will be adults over 21.

Patsy Kracmer will be the event coordinator for the event. Hostess Catering will provide food and meal service. TIPs certified bartenders, James Hayden Pretzman and Sandy Jones will provide beer and wine service. All of these people, including the Chamber Events Committee, will be responsible for ensuring that the event runs smoothly.

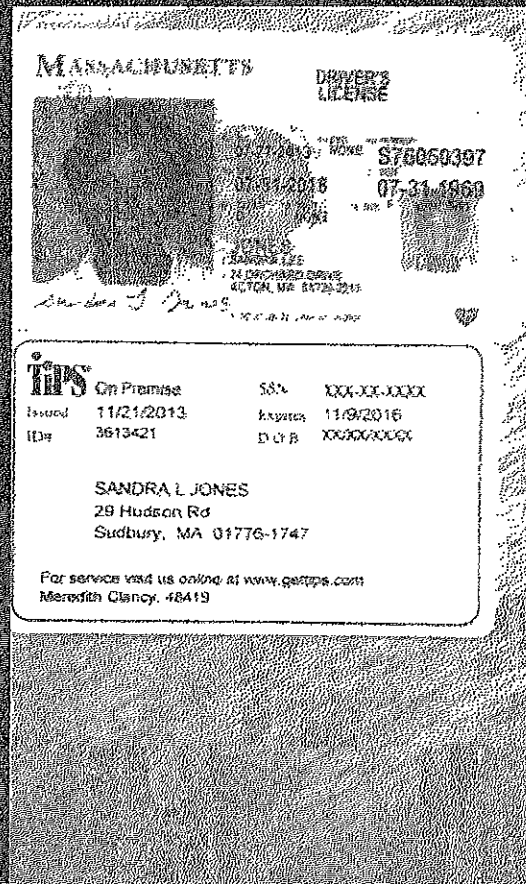
A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Masonic Hall parking lot, the parking lot at the Central School office building directly across the street, and on the side streets.

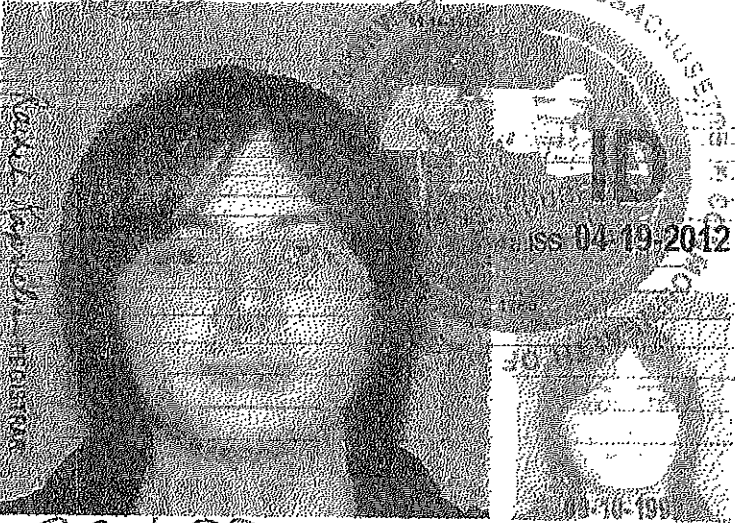
Please advise if there are other items that we need to consider.

Sincerely,

The Arlington Chamber of Commerce Events Committee



IDENTIFICATION CARD



ISS 04-19-2012

15 SEX M

16 HGT 5-11

UNDER 21 UNTIL
09-10-2014

4d NUMBER

4b EXP

3 DOB

S88275614 09-10-2016 09-10-1993

1 PRETZMAN

2 JAMES HAYDEN

3 331 LAKE STREET

ARLINGTON, MA 02474-8280

DD-04-20-2012 Rev 07-15-2009



8/12/2014

eTIPS On Premise 2.0 - Participant Exam

[Main Menu](#)

Do not click Back-Space to leave this window

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 2.0
For coursework completed on August 12, 2014
provided by Health Communications, Inc.
is hereby granted to:

James Pretzman

Certification to be sent to:

331 Lake St
Arlington MA, 02474-8280 USA

HEALTH

INC.

This document is not proof of eTIPS certification. As proof, only that you have completed the course. Award certification documents will be forwarded to you.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/10/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Quinn Group Insurance Agency, Inc. 223 Massachusetts Ave. Arlington MA 02474	CONTACT NAME: John Avilla PHONE (A/C, No, Ext): (781) 483-3248 FAX (A/C, No): (781) 641-3223 E-MAIL ADDRESS: john@quinnngroupins.com														
INSURED ARLINGTON CHAMBER OF COMMERCE 611 MASSACHUSETTS AVE ARLINGTON MA 02474	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Norfolk And Dedham Group PL</td> <td>23965</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Norfolk And Dedham Group PL	23965	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Norfolk And Dedham Group PL	23965														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: CL1491004746

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			R1226751A	12/1/2013	12/1/2014	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB			U1302906A	12/1/2013	12/1/2014	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 2,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WE129367A	12/1/2013	12/1/2014	<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			R1226751A	12/1/2013	12/1/2014	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Arlington Masonic Temple, Hayden Prezman and Sandy Jones are named as additional insureds.

CERTIFICATE HOLDER**CANCELLATION**

Arlington Masonic Temple
 19 Academy Street
 Arlington, MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Avilla/AVILLA



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 10/24/14 @ Robbins Memorial Town Hall Auditorium for '4th Annual Out on the Town Gala' to Support the Arlington Youth Counseling Center

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Backup Material	AYCC One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Arlington Health and Human Services Charitable Corp

Address, phone & e-mail contact information: 670R Mass Ave, Arlington, MA
781-316-3259; cleger@town.arlington.ma.us

Name & address of Organization for which license is sought: _____

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):
Colleen Leger

Address, phone & e-mail contact information: same as above

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?
NO If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
Yes, the Gala is an annual event and was held at Arlington Town Hall last year on October 18th

24-Hour contact number for Responsible Manager on Event date: 617-851-8068

Title of Event: 4th Annual Out on the Town Gala to Support the Arlington Youth Counseling Center

Date/time of Event: Friday October 24, 2014; 7:00-10:00pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer, Event Site Coordinator

Method(s) of invitation/publicity for Event: Invitations, traditional and social media, posters/flyers

Number of people expected to attend: 300

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MASSACHUSETTS
SEP 8 2 35 PM '14

Expected admission/ticket prices: \$40 in advance; \$50 at the door

Expected prices for food and beverages (alcoholic and non-alcoholic): Food included in ticket prices; \$5 for beer and wine; \$1 for soda/water

Will persons under age 21 be on premises? No

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event? Yes, I have spoken with Officer Rateau

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rateau date 9/11/14
Off. Corey P. Rateau
Printed name/title

Request 2 detail officers

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)
Beer and wine only

What types of food and non-alcoholic beverages do you plan to serve at the Event? _____
Heavy appetizers (pastas, calzone, salads) passed hors d'oeuvres, desserts
Sodas and water

Who will be responsible for serving alcoholic beverages at the Event? _____
Premier Bartending and Beverage Service

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.
There will be two servers, both of whom are over 21 and TIPS Trained

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.
Ed Garland 10/3/68
Molly Bettencourt 5/11/88

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Atlas Liquors

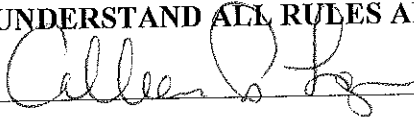
How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Excess will be picked up by the wholesaler and credited to the account

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)
See Attached

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____



Printed name: Colleen Leger

Printed title & Organization name: Executive Director, AYCC

Email: cleger@town.arlington.ma.us

AYCC *Out on the Town Gala* 2014

Friday, October 24, 2014

7-10pm

Arlington Town Hall

Security Plan

The fourth annual *Out on the Town Gala* to support the Arlington Youth Counseling Center will be held on Friday, October 24, 2014 from 7-10pm at the Arlington Town Hall. The event will be catered by Whole Foods Arlington and over 300 people are expected to attend. As in the past three years, two police officers will be hired to assist with event security. All attendees will be over the age of 21 and all attendees will be screened at the door. All event participants will have a name badge as a way to identify anyone that may have entered without being screened.

Each officer will be available to assist with any issues that may arise onsite at the event. At the beginning and end of the evening, one officer will be available to assist residents with crossing Mass Ave. The other officer will be in the Town Hall floating to prevent any issues. Each bartender is over the age of 21, and is TIPS certified. No person will be over served.

This is the fourth year hosting this event. As in past years, there will be a clear organizational structure in place to run the event. There will be one designated person solely responsible for the bar and monitoring the crowd for any issues. Any issues identified will be brought to the Director of the Arlington Youth Counseling Center and the Police Officer in charge. There will also be 2 Fire Fighters hired for site safety as crowd monitors. All exits will be clearly lit and will be entirely accessible in the event of a necessary evacuation.



Issued: 1/17/2014 Expires: 12/1/2014
ID#: 38942 Trainer Year: 10

Edward R Garland, Jr.
28 Saunders St
North Weymouth, MA 02191-1014

Trainer Certification Card



GORDO-5

OP ID: JL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/17/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency, Inc. 144 Gould Street, Suite 100 Needham, MA 024942321 Roblin Insurance Agency, Inc	CONTACT NAME:	FAX (A/C, No):	
	PHONE (A/C, No, Ext):	E-MAIL ADDRESS:	
INSURED Premier Bartending & Beverage Service, Inc. PO Box 310 Waltham, MA 02451	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Travelers Insurance		36161
	INSURER B: U.S. Liability Ins. Co.		
	INSURER C: Torus Specialty Insurance Co.		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

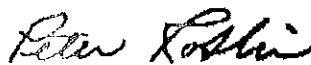
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			16804B652113COF12	03/11/2014	03/11/2015	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	B <input checked="" type="checkbox"/> Liquor Liability			CL1569703	03/12/2014	03/12/2015	PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
C	UMBRELLA LIAB						EACH OCCURRENCE \$ 9,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB			88915C120ALL	03/12/2014	03/12/2015	AGGREGATE \$ 9,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/>
	ANY PROPRIETOR, PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N		N/A				E.L. EACH ACCIDENT \$
	(Mandatory in MA) If yes, describe below						E.L. DISEASE - EA EMPLOYEE \$
	DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT \$
B							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER**CANCELLATION**

TOWNAR1 Town of Arlington Town Hall 730 Massachusetts Ave. Arlington, MA 02476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

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Town of Arlington, Massachusetts

NSTAR Petition/Maple Street-75 Broadway

ATTACHMENTS:

Type

Description

Backup Material

Engineering Recommendations, NSTAR request letter, order, petition, map, NSTAR rep. meeting notice, abutter list and abutter meeting notice



Engineering Division

TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET
ARLINGTON, MA 02476

Phone: 781-316-3320

Fax: 781-316-3281

Permit Type: Grant of Location

Date: Monday, September 15, 2014

Applicant: NSTAR Electric Company

Site Location: Maple Street - 75 Pleasant Street

The Engineering Division has reviewed the attached petition by NSTAR Electric Company for consideration of a Grant of Location for the installation of Conduit as indicated on the enclosed Engineering Design Sketch. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Board of Selectmen should the Grant of Location be approved for this submittal.

Additional Conditions

1. Notification shall be provided to all abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing abutters to forward questions and concerns regarding the project to the contractor or NSTAR Electric Company and shall include the appropriate contact information. A copy of this abutter notification shall be provided to the Town Engineer for approval prior to distribution to the public. The final distribution list shall include the Town of Arlington DPW Dispatch Office, Town of Arlington Town Manager's Office, and the Engineering Division.
2. The proposed conduit installation shall be located/installed so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water and sewer rehabilitation etc.), and where possible shall be located in the nearest proximity as possible with other NSTAR infrastructure.
3. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times.
4. Please be aware that there may be on-site utility infrastructure that is not shown on the Engineering Sketch and may be encountered in the field. If a conflict occurs between the proposed conduit installation and existing Town-Owned utility infrastructure, the Town Engineer shall be contacted directly to discuss an appropriate resolution.
5. This work is proposed in close proximity to existing on-site utilities & utility laterals. Care must be exercised when working around this infrastructure and all crossings shall be made at 90° to existing utilities.
6. The proposed work appears to require crossing of an MWRA controlled water main. It shall be the sole responsibility of the contractor to ensure that any & all permits required for this proposed crossing are in hand prior to construction activities commencing.
7. All traffic markings that are disturbed by the proposed construction activities, will need to be replaced/restored in-kind to the satisfaction of the Town Engineer.
8. The installation of the conduit will require additional permitting (Trench Permit and/or Street Occupancy Permit) through the Town of Arlington Engineering Division prior to the start of construction.
9. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division. If any existing brick sidewalk is proposed to be removed, it shall be removed and replaced in full-width and in accordance with all current ADA, AAB, & Town of Arlington Standards/Regulations.

10. All trenching in existing pavement shall be saw-cut and roadway trenches shall be reconstructed in accordance with the Standard Details and Specifications of the Arlington Engineering Division and the guidelines issued in Massachusetts DTE 98-22 Street Restoration Standards.
11. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices. A pre-construction meeting is recommended to coordinate with other on-going projects in Town.
12. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw waddles. Any sediment that enters the Town drainage system as a result of this work will be the sole responsibility of the contractor to remove.
13. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines. The Town prefers that all materials & equipment be located no closer than 50' to an intersection where practical.



RECEIVED
ELECTRICITY BOARD
2014 AUG 26 11:17

August 26, 2014

Board of Selectmen
Town of Arlington
730 Mass. Ave.
Arlington, MA 02474

RE: 75 Pleasant Street
Arlington
W. O. #1942280

Dear Members of the Board:

The NSTAR Electric Company respectfully requests a Grant of Location for the installation of approximately 59 feet of conduit in Maple Street, Arlington.

This work is necessary in order to provide electric service to 75 Pleasant Street, Arlington.

If you have any questions, please call Jacqueline A. Duffy at 617-369-5509.
Thank you for your prompt attention to this matter.

Very truly yours,

Richard M. Schifone, Supervisor
Rights and Permits

RS/jq

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of Arlington, Massachusetts August 26, 2014

WHEREAS, **NSTAR ELECTRIC COMPANY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

**Maple Street – Westerly from Pole 57/2, approximately 158 feet northwest
of Pleasant Street, a distance of 59 feet – conduit.**

W.O. #1942280

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on a plan made by A. DeBenedictis dated July 24, 2013 on file with said petition.
2. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1 _____
2 _____ Board of Selectmen
3 _____ the Town of
4 _____ Arlington
5 _____

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____, 2014 in said Town.

1 _____
2 _____ Board of Selectmen
3 _____ the Town of
4 _____ Arlington
5 _____

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the Town of Arlington, Massachusetts, duly adopted on the _____ day of _____ 2014 and recorded with the records of location Orders of said Town, Book _____ Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____

Clerk of the Town of Arlington, Massachusetts

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR CONDUITS AND
MANHOLES**

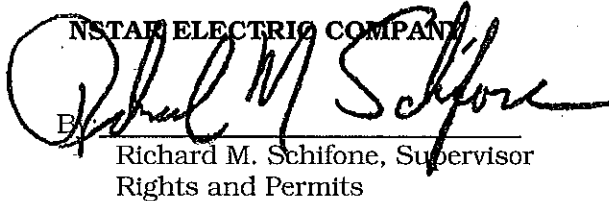
To the **BOARD OF SELECTMEN** of the Town of Arlington, Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board of Selectmen may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located substantially as shown on the plan made by, A. DeBenedictis dated July 24, 2013 and filed herewith, under the following public way or ways of said Town:

**Maple Street - Westerly from Pole 57/2, approximately 158 feet northwest
of Pleasant Street, a distance of 59 feet - conduit.**

W.O. #1942280


Richard M. Schifone, Supervisor
Rights and Permits

Dated this 26th day of August, 2014

Town of Arlington, Massachusetts

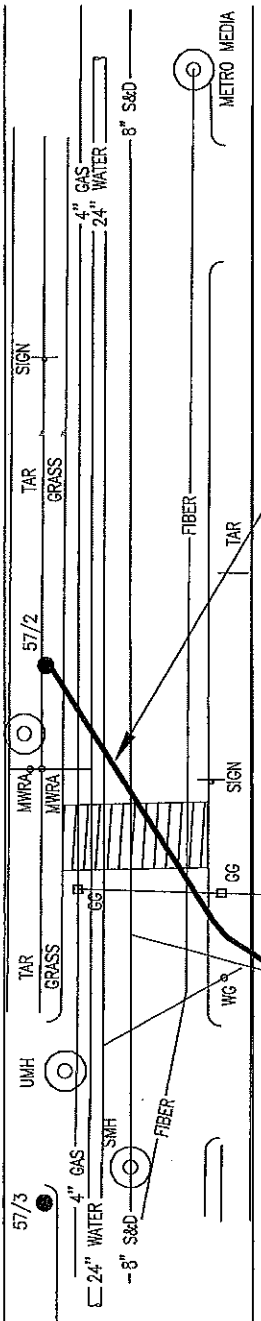
Received and filed _____, 2014

MAP/BLOCK/LOT
011.0/0001/0006.0
MAPLE ST
NEW ENGLAND TEL & TEL CO.

MAP/BLOCK/LOT
011.0/0001/0004.0
57 PLEASANT ST
NEW ENGLAND TEL & TEL CO.

MAPLE ST

158' TO PLEASANT ST.



INSTALL 2 - 4\"/>

APPROX. PT.
OF PICKUP

MAP/BLOCK/LOT
011.0/0006/0002.A
14 MAPLE ST
KELLER, DENNIS & JEAN

MAP/BLOCK/LOT
011.0/0006/0003.0
75 PLEASANT ST
PLEASANT STREET CONGREGATIONAL
CHURCH

NO.	DATE	DESCRIPTION	BY	CHKD.
1	10/10/03	AS BUILT	WJ	WJ
2	10/10/03	AS BUILT	WJ	WJ
3	10/10/03	AS BUILT	WJ	WJ
4	10/10/03	AS BUILT	WJ	WJ
5	10/10/03	AS BUILT	WJ	WJ
6	10/10/03	AS BUILT	WJ	WJ
7	10/10/03	AS BUILT	WJ	WJ
8	10/10/03	AS BUILT	WJ	WJ
9	10/10/03	AS BUILT	WJ	WJ
10	10/10/03	AS BUILT	WJ	WJ
11	10/10/03	AS BUILT	WJ	WJ
12	10/10/03	AS BUILT	WJ	WJ
13	10/10/03	AS BUILT	WJ	WJ
14	10/10/03	AS BUILT	WJ	WJ
15	10/10/03	AS BUILT	WJ	WJ
16	10/10/03	AS BUILT	WJ	WJ

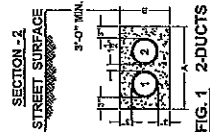
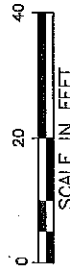


FIG. 1 2-DUCTS



BY YOUR USE OF THIS INFORMATION, YOU AGREE TO HOLD NSTAR ELECTRIC AND ITS SUBSIDIARIES, AFFILIATES, AGENTS, EMPLOYEES, CONTRACTORS, AND SUPPLIERS HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY ANY PARTY AS A RESULT OF YOUR USE OF THIS INFORMATION. YOU AGREE TO HOLD NSTAR ELECTRIC AND ITS SUBSIDIARIES, AFFILIATES, AGENTS, EMPLOYEES, CONTRACTORS, AND SUPPLIERS HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY ANY PARTY AS A RESULT OF YOUR USE OF THIS INFORMATION. YOU AGREE TO HOLD NSTAR ELECTRIC AND ITS SUBSIDIARIES, AFFILIATES, AGENTS, EMPLOYEES, CONTRACTORS, AND SUPPLIERS HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY ANY PARTY AS A RESULT OF YOUR USE OF THIS INFORMATION.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233



A Northeast Utilities Company
1000 WEST STREET, SUITE 200
ROCKFORD, ILLINOIS 61102-4000
TEL: 815/399-2000 FAX: 815/399-2001
WWW.NSTAR-ILLINOIS.COM

Plan of MAPLE ST (75 PLEASANT ST)

Showing PROPOSED CONDUIT LOCATION

Proposed Structures MR

Approved: A. DEBENEDECTIS

Scale 1"=20'

Date JULY 24, 2013

SHEET 1 of 1

Cell 117-13

Work Order # 1342280

Surveyed by: MR

Research by: SC

Plotted by: MR

Proposed Structures MR

Approved: A. DEBENEDECTIS

Scale 1"=20'

Date JULY 24, 2013

SHEET 1 of 1

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 9, 2014

Richard M. Schifone, Supervisor
Rights and Permits
NStar Electric Gas
101 Linwood Street
Somerville, MA 02143

Re: W.O. #1942290

Dear Mr. Schifone:

A Public Hearing has been scheduled in conjunction with the above-captioned matter on Monday, September 22nd, 7:15 p.m., Selectmen's Chambers, Town Hall, 730 Massachusetts Avenue, Arlington.

The abutters have been notified. Please call our office to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr

NOTICE TO ABUTTERS

September 9, 2014

Dear Abutter:

You are hereby notified that a public hearing will be held at the **Office of the Board of Selectmen, Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts**, on the **22nd of September at 7:15 p.m.** upon the Petition of **NStar Electric** for permission to construct, and a location for, a line of conduits and manholes, with the necessary wires and cables therein, for the transmission of electricity, under the following public way or ways of said Town; for the purpose of obtaining a Grant of Location for

Maple Street

Westerly from Pole 57/2, approximately 158 feet northwest of Pleasant Street, a distance of 59 feet - conduit.

W.O. #1942280

By: Mari A. Krupelny
Board Administrator

67 PLEASANT ST 11.0-1-4.0
NEW ENGLAND TEL & TEL CO
P.O. BOX 152206
IRVING, TX 75015

16 MAPLE ST 11-0-6-1.A
ROGERS KENNETH
YARBROUGH GINA
16 MAPLE ST
ARLINGTON, MA 02476

14 MAPLE ST 11.0-6-2.A
KELLER DENNIS--ETAL
KELLER JEAN
14 MAPLE ST
ARLINGTON, MA 02476

75 PLEASANT ST 11-0-6-3-0
BOSTON CHURCH OF CHRIST
214 CONCORD ST
FRAMINGHAM, MA 01702

I hereby certify that this list has been prepared in accordance with Chapter 40A, Sec 11 of MGL.

-----	Date
Board of Assessors,	



Town of Arlington, Massachusetts

Transportation Advisory Committee

Summary:

The TAC open position has a term expiration of 12/2015; subsequent terms are to be 4 year terms per TAC charter.

ATTACHMENTS:

Type	Description
 Backup Material	TAC co-chair request, Laube resume, meeting notice

From: Richard Turcotte <rgtarltac125@gmail.com>
To: Marie Krepelka <MKrepelka@town.arlington.ma.us>, Fran Reidy <FReidy@town.arlington.ma.us>, MaryAnn Sullivan <msullivan@town.arlington.ma.us>
Cc: Howard Muisse <hmuise@verizon.net>, Jeff Maxtutis <Jeffrey.Maxtutis@aecom.com>, Laura Wiener <lwiener@town.arlington.ma.us>, Steven Byrne <smbyrne1987@gmail.com>
Date: 09/05/2014 10:09 AM
Subject: New TAC Members

All

The Executive Committee has invited two new members to join the TAC, effective immediately.

Melissa Laube and Seth Federspiel each bring impressive skills and professional experience to the committee.

The Ex Comm is recommending that the Selectmen approve Melissa as a full voting member. Seth will serve in an Associate's position at this time

We've informed Melissa that someone from the B o S will contact her directly to arrange for a Board vote and subsequent swearing-in

If you have any questions, feel free to contact me

melissa_laube@hotmail.com
Seth.Federspiel@gmail.com

Rich

Richard G. Turcotte
Co-Chairman
Transportation Advisory Committee

P. O. Box 750076
Arlington Heights, MA 02475

Melissa M. Laube

Melissa M. Laube
Transportation Planner
27 Langley Road
Arlington, MA 02474
(617) 494-3559
melissa_laube@hotmail.com

Education:

Master of City and Regional Planning (1977), Harvard Graduate School of Design
B.A. (1974), Cornell University

Professional Experience:

1995- April 2014: John A. Volpe Transportation Systems Center
1988-2015: Parsons Brinckerhoff Quade & Douglas, Inc., Senior Transportation Planner and Professional Associate
1986-1988: TAMS Consultants, Inc. Senior Planner
1986: Vanasse/Hangen Associates
1982-1986: Central Transportation Planning Staff
1977-1982: Cambridge Systematics, Inc.

Volpe Center 1995-2014:

National Park Service
Planner and Project Manager

- **Financial Assessments for Transportation Services:** Development of financial proforma tool and analysis of financial viability of transportation services at multiple National Park Service units
- **Gateway National Recreation Area, New York metropolitan area:** Analysis of motorized transportation alternatives and ferry services
- **Roosevelt Vanderbilt National Historic Sites, Hyde Park, NY:** Analysis of shuttle bus options
- **Evaluation of Bus Management Options for the Independence National Historic Park in Philadelphia, PA**
- **Grand Canyon National Park:** Assessment of transportation alternatives for report to Congress

Federal Transit Administration New Starts Program

Project Manager and Chief Analyst: land use and financial assessments for candidate major capital transit projects

Federal Highway Administration

- **Project Manager and Primary Author:** Economic development impacts of transportation projects
- **Project Manager and Primary Author:** Best practices in State-level public involvement

Parsons Brinckerhoff Quade & Douglas, Inc. 1988-1995:
Senior Transportation Planner and Professional Associate

Central Artery) I-93)/Third Harbor Tunnel (I-90) Project

- **Manager of Transportation Systems Studies**, Supplemental Environmental Impact Statement

TAMS 1986-1988:

- **Project Manager:** Strategic Parking Plan for City of Boston
- **Deputy Project Manager and Transportation Planner:** Logan Airport Water Transportation Study
- **Traffic and transportation planning for Charlestown Navy Yard:** downtown Cultural District and Chinatown

Vanasse/Hangen Associates 1986:

- **Project Manager, Transportation Master Plan, New England Medical Center**
- **Project Manager, Boston University Parking Study**

Central Transportation Planning Staff 1982-1986

Chief Planner

- **Project Manager**, Boston Harbor commuter boat analysis
- **Secretary**, Joint Regional Transportation Committee

Cambridge Systematics, Inc. 1977-1982

Senior Professional

- Development of transportation systems management plan for City of Philadelphia
- Design of transportation and joint economic development program for City of Bridgeport, Ct.

June 27, 2014

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREEBLEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 9, 2014

Melissa Laube
27 Langley Road
Arlington, MA 02474

Re: Appointment: Transportation Advisory Committee

Dear Ms. Laube:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, September 22nd at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Common Victualler License (tabled from 9.8.14 meeting)

ATTACHMENTS:

Type	Description
 Backup Material	Departments' Comments, Common Victualler Application

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Antonio J. Pereira d/b/a Lisa's Family Pizzeria

Address: 1345 Mass. Ave.

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, 9/3/14
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1345 Mass. Ave.
Applicant's Name: Antonio J. Pereira
D/B/A: Lisa's Family Pizzeria
Telephone: 617 901-8149
Department: Sent Interoffice Mail & E-mail Date: 8/25/14

MEETING DATE: SEPTEMBER 8, 2014

Departments:

RE: COMMON VICTUALLER

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

MAINTAIN ALL EXISTING FIRE PROTECTION WITH MONITORING

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: ANTONIO PEREIRA

Date: AUG 28 2014

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, 9/3/14
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1345 Mass. Ave.
Applicant's Name: Antonio J. Pereira
D/B/A: Lisa's Family Pizzeria
Telephone: 617 901-8149
Department: Sent Interoffice Mail & E-mail

Date: 8/25/14

MEETING DATE: SEPTEMBER 8, 2014

Departments:

RE: COMMON VICTUALLER

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The Office of the Board of Health is currently reviewing the plans for this establishment. A conditional approval letter will be issued within the next 2 weeks. Once the establishment has complied with the conditions outlined in the conditional approval letter, one or more pre-operational inspections will be conducted prior to operation. Upon a successful pre-operational inspection, and upon submission of the annual permit application and associated fee, this Office will issue a Permit to Operate a Food Establishment.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, 9/3/14
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1345 Mass. Ave.
Applicant's Name: Antonio J. Pereira
D/B/A: Lisa's Family Pizzeria
Telephone: 617 901-8149
Department: Sent Interoffice Mail & E-mail

Date: 8/25/14

MEETING DATE: SEPTEMBER 8, 2014

RE: COMMON VICTUALLER

Police
Fire
Board of Health
Building
Planning

Building

All building changes need building permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed - \$36.00 fee.
The Director of Inspectional Services has no objection to the issuance/renewal of this license.

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/renewal of this license.
All Plumbing and Gasfitting work requires that permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector of Wires has no objection to the issuance/renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be construed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

BOARD OF SELECTMEN

TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Board of Selectmen by, 9/3/14

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1345 Mass. Ave.

Applicant's Name: Antonio J. Pereira

D/B/A: Lisa's Family Pizzeria

Telephone: 617 901-8149

Department: Sent Interoffice Mail & E-mail

Date: 8/25²⁷/14

MEETING DATE: SEPTEMBER 8, 2014

Departments:

RE: COMMON VICTUALLER (amendment)

Police

Fire

Board of Health

Building

Planning: Ted Fields 8.27.2014

Comments by each Division or Department:

The business proposed for this site is a 750 square foot restaurant selling pizza and other types of Italian food for consumption on and off the premises. There is seating for 12 patrons with no assigned on-street parking and no off-street parking spaces. It is a small enterprise serving the residential neighborhoods surrounding the Arlington Heights business district (zone B3). It is an appropriate type of business for this setting.

The Dept. of Planning and Community Development has no objection to the amendment of the Common Victuallers License as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue

Town of Arlington

Massachusetts 02476-4908

(781) 316-3020

(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☒ COMMON VICTUALLER LICENSE

☐ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 1345 MASS AVE
Name of Applicant ANTONIO J PEREIRA
Corporate Name (if applicable) _____
D/B/A LISA'S FAMILY PIZZERIA
Date 8/19/14

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name [Signature]

Signature Name _____

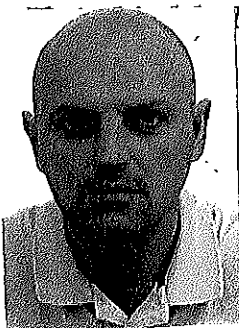
Phone: 617 901 8149 Email: LISAFAMILYPIZZERIA

© VERNON.NET

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name <u>ANTONIO S PEREIRA</u>	Name _____
Address <u>27 WAYTE ST</u>	Address _____
City <u>MAIDEN MA</u> Zip <u>02148</u>	City _____ Zip _____
DESCRIPTION OF APPLICANT	
Born in the U.S., Yes _____ No <input checked="" type="checkbox"/>	Born in the U.S., Yes _____ No _____
Born Where <u>PORTUGAL</u>	Born Where _____
Date of Naturalization <u>2000 1991</u>	Date of Naturalization _____
Male or Female <u>MALE</u>	Male or Female _____
Date of birth <u>[REDACTED]</u>	Date of birth _____
Height <u>6</u> ft. <u>1</u> in.	Height _____ ft. _____ in.
Weight <u>225</u>	Weight _____
Complexion <u>WHITE</u>	Complexion _____
Hair <u>BALD</u> Eyes <u>GREEN</u>	Hair _____ Eyes _____
Mother's Name <u>MARIA A PEREIRA</u>	Mother's Name _____
Father's Name <u>MANOEL B PEREIRA</u>	Father's Name _____
Wife's Maiden Name <u>MARIA F VILAS</u>	Wife's Maiden Name _____



The Establishment shall operate as:

☒ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☐ Corporation Based in _____
(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President _____
Secretary _____
Treasurer _____
Name Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ☐ No ☒

Lunch

Yes ☒ No ☐

Dinner

Yes ☒ No ☐

Do you own the property? Yes ☐ No ☒ Tenant At Will ☐ Lease ☒ 10 years

Hours of Operation:

Day SUN - WED Hours 10^{AM} - 9 PM

Day THURS - SAT Hours 10^{AM} - 10 PM

Day _____ Hours _____

Floor Space 750 Sq. Ft. Seating Capacity (if any) 612

Parking Capacity (if any) 0 spaces Number of Employees 3

List Cooking Facilities (and implements)

PIZZA OVEN - 4 BURNER STOVE 3 FT Grill - 12" Broiler

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒

Will catering services be provided by you? Yes ☒ No ☐

A copy of the following items must be submitted with the application:

1. Layout Plan of Facility & Fixtures ☒
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.) ☒
3. Outside Facade and Sign Plan (dimensions, color) ☒
4. Menu ☒
5. Maintenance Program ☒

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ☐ No ☐

APPLICANT'S RESUME

Food Business Experience of Applicant

From 3/29/10 to Current
 Employee Myriad Pizza LLC D/B/A My Lissas Family *Pizzeria*
 Sole Owner ☒ Location Woburn MA
 Partnership _____ Type Food Pizza
 Corporation _____ Number of Employees 10

From _____ to _____
 Employee _____ D/B/A _____
 Sole Owner _____ Location _____
 Partnership _____ Type Food _____
 Corporation _____ Number of Employees _____

List any other information that you feel will assist in the review of this application.

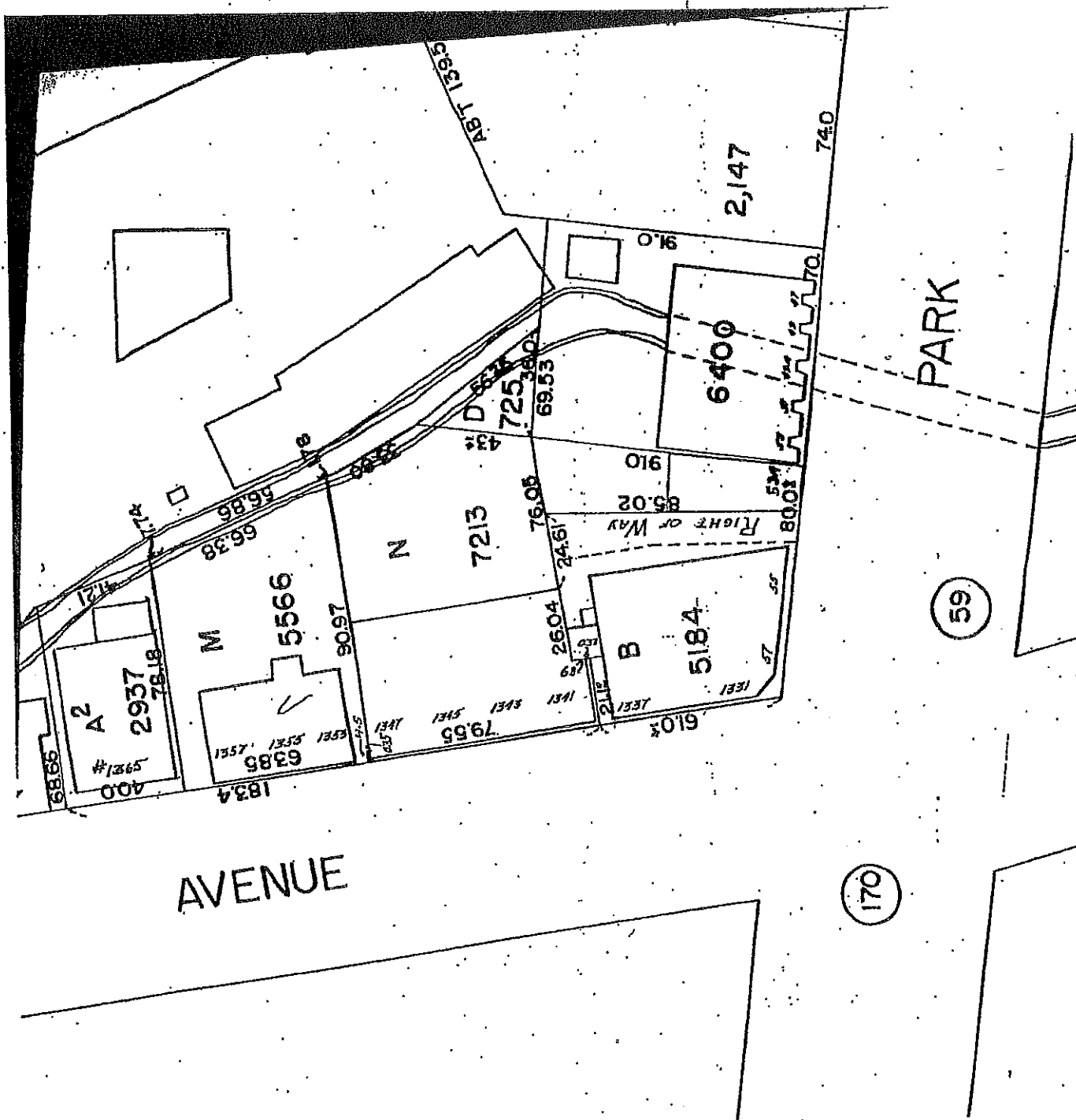
Currently own and operate 5 other pizza shops.
Woburn, Tenksbury, Wakefield, Melrose, Wilmington.

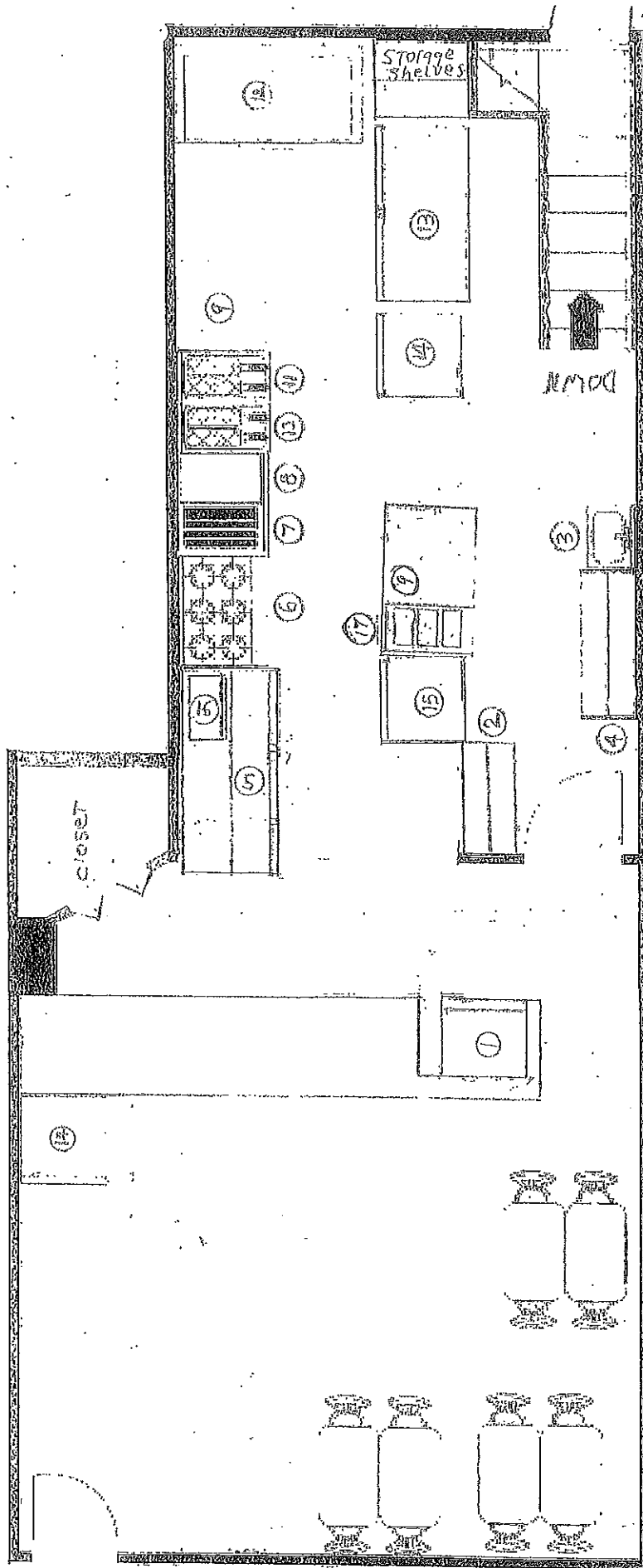
REFERENCES

Bank Northern Bank & Trust Type Account Personal ☒ Business ☒
 Address 82 Elm St Woburn Phone 781-569-1571
 Account Number [REDACTED] Contact JENSA SANTOS
 Personal Reference DAVID COHEN
 Address LYNNFIELD MA Phone 781-367-2319
 Prior Employer FINAGLE A BAGEL
 Address 27 Rowest Phone 617-737-0900
 Number of years employed 20 From 1990 To 2010
 Contact LARA TRUST Position Held CEO
 Other _____

Name

Address



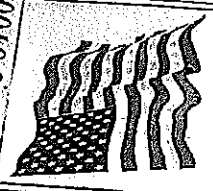


Lisa's Family Pizzeria
~~Pizzeria~~
 FIRST FLOOR PLAN

781-640-0100
Bill's House of PIZZA & MORE

NO
PARKING
BETWEEN
SIGNS

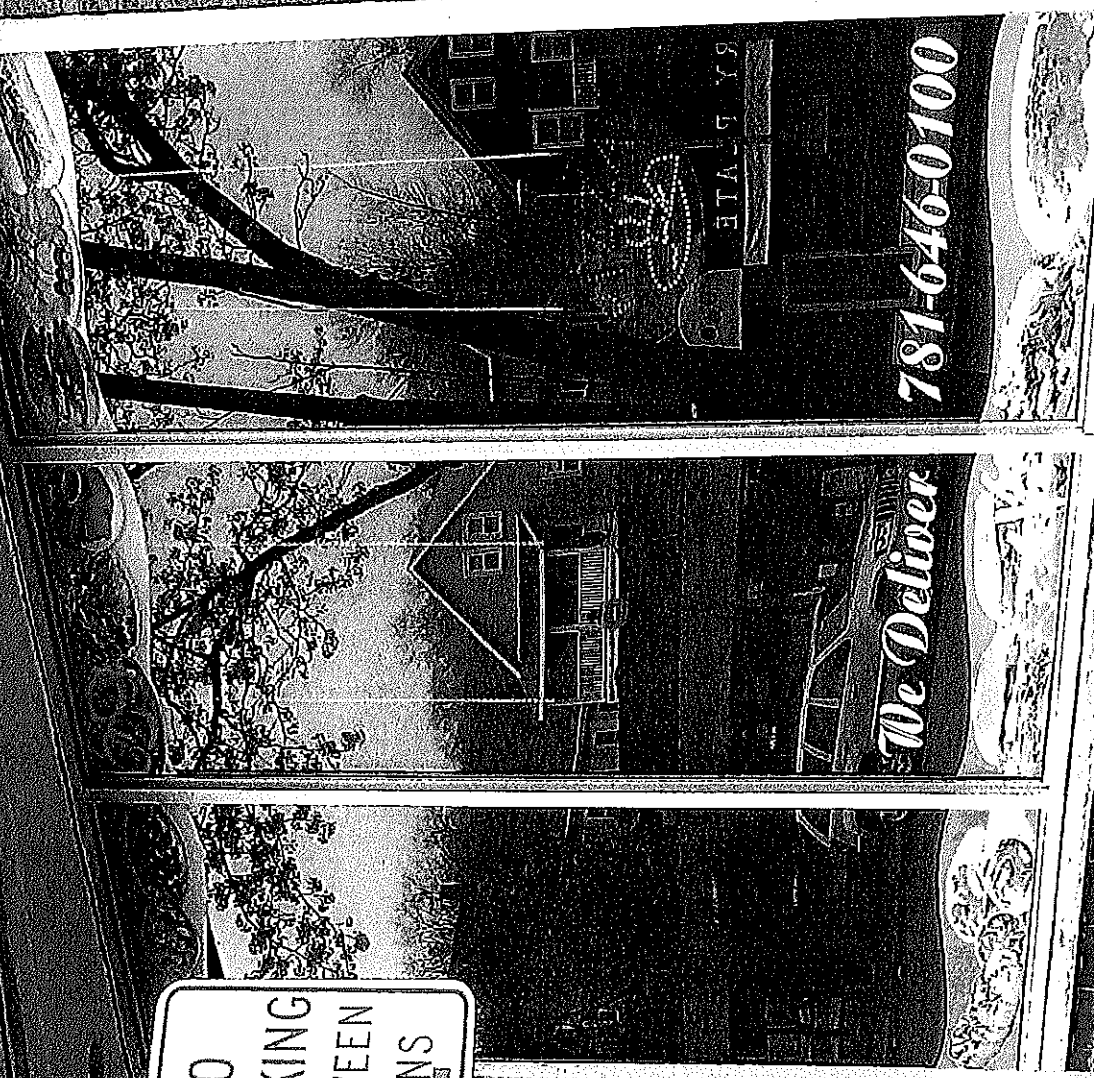
Bill's House of PIZZA & MORE
We Deliver
781-646-0100



WE DO
CATERING
&
PARTY

Bill's House of PIZZA & MORE
We Deliver
781-646-0100

OPEN



LISA'S Family Pizzeria

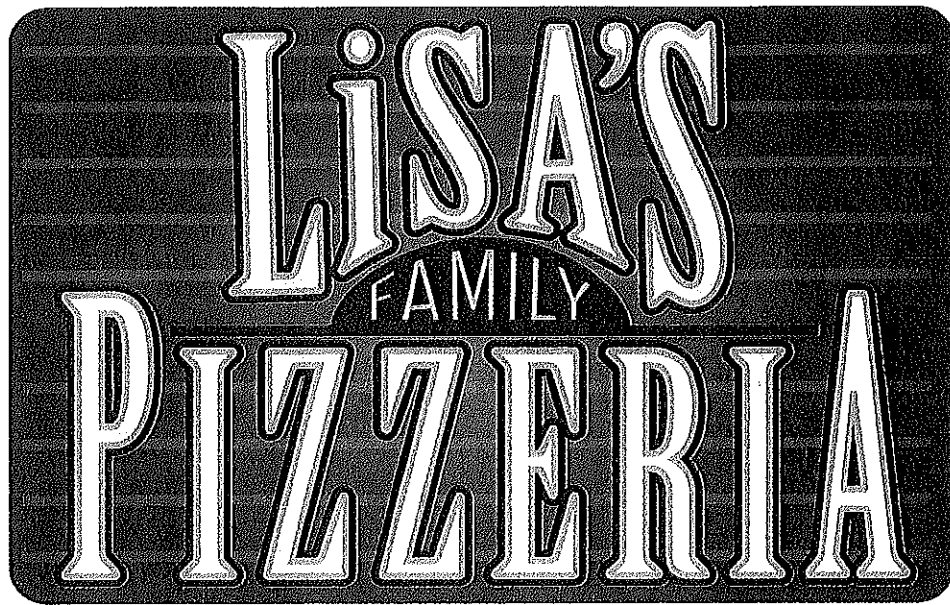
MAINTENANCE PROGRAM

1345 MASSACHUSETTS AVENUE
ARLINGTON, MA.

1. TO MAINTAIN INTERIOR OF PREMISES WITH TRASH CONTAINER, PLASTIC.
2. TO SWEEP CLEAN THE INTERIOR OF THE PREMISES, AS NEEDED.
3. TO SWEEP CLEAN THE SIDEWALKS BORDERING ON THE PREMISES, AS NEEDED
4. CLEAN THE KITCHEN EVERY EVENING AT CLOSING TIME.
5. TO PROVIDE RECEPTACLES FOR RUBBISH AND CANS WITHIN THE PREMISES AND EXTERIOR IF NECESSARY AND REQUIRED.
6. TO USE PLASTIC GLOVES FOR PREPARING SANDWICHES
7. TO PROVIDE HEAD COVERINGS WHILE PREPARING
8. TO COMPLY WITH BOARD OF HEALTH REQUIREMENTS

A handwritten signature, possibly reading 'AJP', enclosed within a large, loopy oval stroke.

ONLINE ORDERING:
www.lisasfamilypizzeria.com



AUTHENTIC ITALIAN THIN CRUST PIZZA

DELIVERY & PICK UP

\$8.00 Minimum • \$1.00 Delivery Charge

Store Hours: Sunday-Wednesday: 11am-9pm • Thursday-Saturday: 11am-10pm



**LET US CATER
YOUR NEXT EVENT**

DELIVERING TO: WOBURN, WILMINGTON, BURLINGTON, WINCHESTER, READING

Italian Thin Crust Pizza

All pizzas can be made with 10" gluten free or 14" whole wheat dough.

Any pizza can be made white (without tomato sauce) or red (without cheese)

	Reg 14"	Mega 19"	Half Pan Sicilian
Cheese	8.50	13.00	15.00
Extra Cheese	11.00	16.00	19.00
Bread Sticks	8.00	12.00	
Toppings Add	1.50	2.75	2.75

Toppings...

Cheeses: Feta, Fresh Mozzarella, Goat, Gorgonzola, Ricotta, Romano, Smoked Mozzarella

Meats: Bacon, Buffalo Chicken, Canadian Bacon, Grilled Chicken, Ham, Hamburger, Hot Ham,

Homemade Meatball, Hot Sausage, Italian Sweet Sausage, Pepperoni, Prosciutto, Salami, BBQ Chicken

Veggie: Artichoke Hearts, Basil, Black Olives, Broccoli, Caramelized Onions, Eggplant, Fresh Spinach, Garlic, Banana Peppers

Garlicky Green Olives, Green Peppers, Jalapenos, Kalamata Olives, Mushrooms, Onion, Roasted Red Peppers, Tomatoes, Pineapple

Thin Crust Specialty Pizza

All pizzas below are made with our in house pizza cheese and listed ingredients

PLEASE ORDER BY NUMBER

	Reg 14"	Mega 19"
1. Fresh Tomatoes, Basil, Garlic and Fresh Mozzarella	13.25	21.25
2. Fresh Spinach, Onion, Garlic, Fresh Mozzarella, Goat Cheese	14.75	23.50
3. The Works Pepperoni, sweet sausage, homemade meatball, peppers, onions, mushrooms	16.25	26.25
4. 6 Cheese Mozzarella, smoked mozzarella, feta, gorgonzola, romano, provolone	15.75	25.75
5. Hawaiian Pineapple, Canadian bacon and ham	13.25	21.25
6. Veggie Fresh spinach, broccoli, green peppers, onion, black olives, mushroom, tomatoes	16.25	26.25
7. Meat Lovers Grilled chicken, Italian sweet sausage, hot sausage, homemade meatball, pepperoni	16.25	26.25
8. Buffalo Chicken, Caramelized Onions, Gorgonzola	13.25	21.50
9. Chicken and Broccoli with Alfredo Sauce	13.25	18.25
10. Grilled Chicken, Roasted Red Peppers, Garlic	13.25	21.25
11. Margherita Tomatoes, basil, fresh mozzarella, parmesan	14.25	23.25
12. The Greek Tomatoes, fresh spinach, Kalamata olives, feta	14.50	23.75
13. Shrimp Scampi Olive oil, garlic, tomatoes, basil and parsley	14.25	23.25
14. Lisa's Favorite Grilled chicken, broccoli, garlicky green olives and smoked mozzarella	15.00	24.50
15. The Fireside Garlic, pepperoni, caramelized onions, roasted red peppers, sprinkled red chili pepper flakes, fresh jalapenos	15.50	26.25
16. BBQ Chicken Tomato sauce can be substituted with bbq sauce	11.00	16.25
17. The Unusual Bacon, pineapple, jalapenos	13.25	21.25
18. Chicken Fajita Grilled chicken, peppers, onions, jalapenos and salsa	16.25	24.00
19. 4 Cheese Ricotta, mozzarella, provolone, romano	14.50	23.50
20. Buffalo Chicken Tomato sauce can be substituted with buffalo sauce	11.00	16.25
21. Steak Bomb Steak, peppers, onions, mushrooms, salami	15.25	25.25
22. Steak Tip Onions and peppers	19.95	27.95
23. Fresh Spinach, Feta Cheese with Alfredo Sauce	12.25	18.25
24. Breaded Chicken Finger	11.00	15.25
25. NEW! Bacon Cheeseburger Bacon strips, hamburger, American and mozzarella	16.25	24.00
26. NEW! Hawaiian BBQ Chicken No sauce. Grilled chicken, Canadian bacon, bacon bits, pineapple and bbq sauce	13.25	21.25
27. NEW! Owners Delight Prosciutto, green peppers, sliced ham, roasted red peppers, fresh mozzarella	13.25	21.25
28. NEW! BLT Olive oil, minced garlic, spicy ranch dressing, mozzarella cheese, bacon strips, sliced tomatoes, sprinkle of romaine lettuce	14.50	23.75

Calzones

Cheese	9.00
Italian	12.00
Ham and Cheese	12.00
Buffalo Chicken With blue cheese	12.00
Steak and Cheese	12.00
Steak Bomb	13.00
Steak, peppers, onions, mushrooms, salami, cheese	
Chicken Parmesan	12.00
Chicken, marinara sauce, cheese	
Homemade Meatball	12.00
Homemade meatball, marinara sauce, cheese	
Veggies	12.00
Fresh spinach, green peppers, onions, mushrooms, broccoli, tomatoes, black olives, cheese	
Spinach Fresh spinach, feta or ricotta	12.00
4 Cheese	13.00
Ricotta, mozzarella, provolone, romano	
Chicken Broccoli	
with Alfredo Sauce	13.00
Or choose from any of the pizza toppings	
and make your own specialty calzone	
Toppings	add 2.25

Seafood Dinners

Served with 2 choices from:
fries, salad, coleslaw, rice or onion rings

Clams	13.95
Shrimp	12.95
Scallops	12.95
Haddock	11.95
Clam Strips	11.00
Fish and Chips With fries only	8.95
Combo Clams, scallops and shrimp	18.95
Lisa's Super Special	21.95
Clams, shrimp, scallops and haddock	
NEW! Surf n' Turf Steak tips and shrimp	13.95

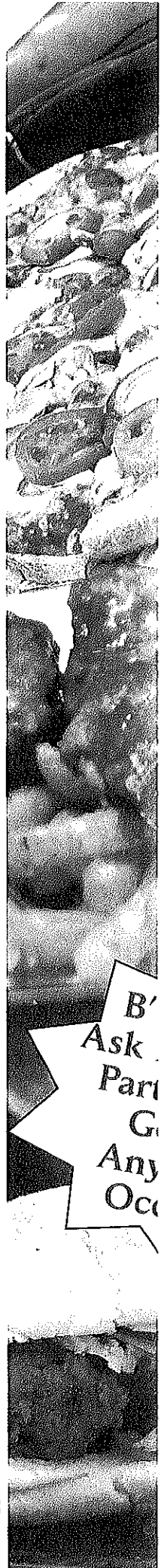
Wings

8 pcs	6.50	20 pcs	14.00
14 pcs	10.50	30 pcs	19.75

Sauces: Honey Mustard, Buffalo, BBQ, Teriyaki

Breaded Chicken Fingers

Chicken Fingers	6.00	10.00
Buffalo Fingers	6.50	10.50



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Salads

NEW! Spring Mix Salad	7.50
<i>Spring mix, pineapple tidbits, strawberries and grilled chicken</i>	
NEW! Arugula Salad	7.00
<i>Goat cheese, croutons, dried cranberries and cherry tomatoes</i>	
Caprese	7.00
<i>Romaine, fresh mozzarella, tomatoes, topped with fresh basil</i>	
Baby Spinach	7.00
<i>Artichoke hearts, roasted red peppers, Kalamata olives, bacon bits, feta</i>	
Garden	3.95 5.50
<i>Iceberg, tomatoes, green peppers, onions, carrots, cucumbers</i>	
Caesar	3.95 5.50
<i>Romaine, tomato, parmesan, croutons with caesar dressing</i>	
Greek	3.95 6.50
<i>Iceberg, carrots, Kalamata olives, green peppers, cucumbers, onions, pepperoncini, tomatoes, feta</i>	

Dressings: Honey Mustard, Creamy Italian, Italian, Blue Cheese, Ranch, Caesar, Greek, Balsamic Vinaigrette, Olive Oil & Vinegar, Lite Raspberry, Parmesan Peppercorn

Antipasto	7.50
<i>Iceberg, salami, mortadella, provolone, carrots, cucumbers, tomatoes, green peppers, onions</i>	
Tuna	7.50
<i>Iceberg, green peppers, tomatoes, onion, carrots, cucumbers</i>	
Buffalo Chicken	8.50
<i>Iceberg, green peppers, tomatoes, onion, carrots, cucumbers</i>	
Add to Any Salad...	
Marinated Grilled Chicken	2.50
Steak Tips	3.50
Shrimp (Fried or Broiled)	3.50
NEW! Hummus	2.50
Extra Dressing	0.85

Steak Subs

Steak and Cheese	6.25 7.25	Steak Mafia	8.50
<i>Peppers, onions, mushrooms, American cheese, salami</i>		<i>Provolone cheese, salami and Italian sauce</i>	
Steak Bomb	7.00 8.00	Steak Tip Mafia	9.50
<i>Peppers, onions, mushrooms, American cheese, salami</i>		<i>Provolone cheese, salami and Italian sauce</i>	
Steak Tips	7.50 8.50		

50¢ for Extra...Cheese, Peppers, Mushrooms or Onions

Cold Subs

Tomato Fresca	5.75	6.75	American	5.75	6.75
<i>Fresh mozzarella, tomato, herbs, olive oil and fresh basil</i>			<i>Ham, salami and American cheese</i>		
Ham	5.75	6.75	North Ender	6.25	7.00
Tuna	5.75	6.75	<i>Mortadella, salami, capicola, prosciutto and provolone</i>		
Roast Beef	5.75	6.75	Al Pacino	6.25	7.00
Turkey	5.75	6.75	<i>Prosciutto, fresh mozzarella, roasted peppers, tomatoes & seasoning</i>		
Chicken Salad	5.75	6.75	Hot or Cold Veggie	5.75	6.75
Italian	5.75	6.75	<i>Toppings to choose from: lettuce, tomatoes, onions, spinach, broccoli, mushrooms, jalapenos, carrots, cucumbers, green peppers</i>		
<i>Salami, capicola, mortadella and provolone cheese</i>					

Hot Subs

Homemade Meatball	5.75 6.75	Haddock	7.00 8.00
<i>With peppers and onions</i>		<i>Pastrami</i>	
Sausage	5.75 6.75	Chicken Finger	5.75 6.75
<i>With peppers and onions</i>		<i>Pastrami</i>	
Eggplant Parmesan	5.75 6.75	Pastrami	5.75 6.75
<i>With peppers and onions</i>		Hamburger	5.00 5.50
Chicken Parmesan	5.75 6.75	<i>Cheeseburger</i>	
<i>With peppers and onions</i>		<i>Bacon Cheeseburger</i>	
Veal Parmesan	5.75 6.75	<i>BLT with mayo</i>	
<i>With peppers and onions</i>		<i>NEW! Chicken Cordon Bleu</i>	
BBQ Grilled Chicken Tips	5.75 6.75	<i>Chicken cutlet, ham, Swiss cheese and mayo</i>	
<i>Marinated Grilled</i>		<i>NEW! Rueben</i>	
Chicken Tips	5.75 6.75	<i>Pastrami, Swiss cheese and Russian dressing</i>	
<i>With cheese, onions, peppers</i>			
Chicken Stir Fry	5.75 6.75		
<i>With cheese, onions, peppers</i>			
Buffalo Chicken Finger	5.75 6.75		
<i>Lettuce, tomato, bleu cheese</i>			
Mediterranean	6.50 7.50		
<i>Grilled chicken, tomatoes, feta, olive oil, herbs</i>			

Specialty Sandwiches

Super Beef	6.00
Junior Roast Beef	5.00
Super Pastrami	6.00
Haddock	6.00
Grilled Chicken	6.00
Buffalo Chicken	6.00
6oz. Burger	5.00
6oz. Cheeseburger	6.00
6oz. Bacon Cheeseburger	6.50
NEW! Rueben	6.50

Sandwiches

On white or wheat toast. • Add cheese for 50¢	
1. Tuna	6.00
<i>Lettuce, tomato</i>	
2. Turkey	6.00
<i>Lettuce, tomato, mayo</i>	
3. Chicken Salad	6.00
<i>Lettuce, tomato</i>	
4. BLT	6.00
<i>With mayo</i>	
5. Ham	6.00
<i>Lettuce, tomato, mayo</i>	
6. Grilled Chicken	6.00
<i>Lettuce, tomato, mayo</i>	
7. Grilled Cheese	4.50

Super Clubs

On white or wheat bread, served with choice of Lisa's natural in house chips, fries or onion rings	
1. Turkey	9.00
<i>Bacon, lettuce, tomatoes, mayo</i>	
2. BLT	9.00
<i>With mayo</i>	
3. Hamburger	9.00
<i>Bacon, lettuce, tomatoes, mayo</i>	
4. Grilled Chicken	9.00
<i>Bacon, lettuce, tomatoes, mayo</i>	
5. Tuna	9.00
<i>Bacon, lettuce, tomatoes, mayo</i>	
6. Cheeseburger	10.00
<i>Bacon, cheese, lettuce, tomatoes, mayo</i>	

CONSUMER ADVISORY WARNING FOR RAW FOODS IN COMPLIANCE WITH THE DEPARTMENT OF PUBLIC HEALTH, WE ADVISE THAT EATING RAW OR UNDERCOOKED MEAT, POULTRY, OR SEAFOOD POSES A RISK TO YOUR HEALTH. TO ALL OUR CUSTOMERS: BEFORE ORDERING PLEASE INFORM YOUR SERVER IF SOMEONE IN YOUR PARTY HAS A FOOD ALLERGY ADD STATE MEAL TAX TO ALL PRICES • PRICES, ITEMS, & OFFERS ARE SUBJECT TO CHANGE WITHOUT NOTICE

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Paninis on Ciabatta Bread

1. Turkey, Ham, Tomato, American Cheese, Mayo	7.95
2. Tomato Fresca <i>Fresh mozzarella, tomatoes, fresh basil, imported extra virgin olive oil, herbs, salt and pepper</i>	7.00
3. Tuna Melt <i>Tuna, American cheese</i>	7.95
4. Ham, American Cheese, Tomato, Honey Mustard	7.00
5. Turkey, Bacon, Mayo, Tomato, Swiss Cheese	7.50
6. Baby Spinach, Fresh Mozzarella, Tomatoes, Roasted Red Peppers, Oregano, Balsamic Vinegar	7.00
7. Our Homemade Meatballs	7.95
8. Grilled Chicken <i>Fresh mozzarella, tomatoes, fresh basil, imported extra virgin olive oil, herbs, salt and pepper</i>	9.50
9. NEW! Tomato Fresca with Prosciutto	7.95

Wraps White or Wheat

Chicken Caesar	7.50	Breaded Chicken Fingers	7.50
Greek Salad	6.50	<i>With lettuce, tomato and honey mustard</i>	
With Chicken	7.50	Mexican	7.50
Turkey Supreme	7.50	<i>Grilled chicken, grilled onion, pepper, salsa American cheese, jalapenos</i>	
<i>Russian dressing, cooked onions, cooked peppers, bacon and melted cheese</i>		Spinach Wrap	7.50
Steak Tips	8.00	<i>Baby spinach, fresh mozzarella, tomato, roasted peppers with balsamic vinegar</i>	
Veggie <i>Hot or Cold</i>	6.50	BLT Wrap <i>With mayo</i>	7.50
<i>Toppings to choose from: lettuce, tomatoes, onions, spinach, broccoli, mushrooms, jalapenos, carrots, cucumbers, green pepper</i>		NEW! Arugula Wrap	7.50
Buffalo Chicken <i>Lettuce, tomato, blue cheese</i>	7.50	<i>Goat cheese, croutons, dried cranberries, cherry tomatoes and choice of dressing</i>	
Chicken Stir Fry <i>With cheese, onions, peppers</i>	7.50	NEW! Hummus <i>With your choice of veggies</i>	6.95

Dinners

Served with 2 choices from: fries, salad, coleslaw, rice or onion rings

Steak Tips	11.50	Chicken Fingers	10.50
BBQ Steak Tips	11.50	Buffalo Fingers	10.50
Marinated Grilled Chicken	10.50	Chicken Wings	10.50
Combo Dinner <i>Wings and fingers</i>	10.50	Buffalo Wings	10.50
Chicken Stir Fry	10.50	Cheeseburger	10.50
BBQ Grilled Chicken	10.50		

Pasta

Spaghetti or Ziti	6.00	Homemade Lasagna 7 Layers	8.00
Add Meatball or Sausage	each 1.25	<i>Parmesan cheese, ricotta cheese, mozzarella cheese, marinara sauce, parsley, black pepper, salt and liquid egg</i>	
Baked Ziti	9.00	Chicken Broccoli Ziti	10.00
Add Meatball or Sausage	each 1.25	<i>With the choice of alfredo or wine sauce</i>	
Ravioli	6.00	Garlic Bread	3.00

Pasta dishes below are served with choice of ziti or spaghetti

Eggplant Parmesan	10.00	Chicken Piccata	10.00
Chicken Cutlet Parmesan	10.00	<i>With wine and lemon juice</i>	
Veal Cutlet Parmesan	10.00	Shrimp Scampi	11.00
Chicken Marsala	10.00	<i>Shrimp, garlic, olive oil, parsley, butter, white wine, lemon juice</i>	
<i>Diced chicken, chicken base, mushrooms, garlic, tarragon, olive oil, butter and marsala wine</i>		Lisa's Pasta Sampler	16.00
Chicken Cacciatore	10.00	<i>One homemade meatball, one sausage, chicken parmesan, lasagna, ravioli and ziti or spaghetti</i>	
<i>Diced chicken, oil, mushrooms, green peppers, crushed peppers, tarragon, marinara sauce, garlic and white wine</i>			

Side Orders

Clams	10.00	15.00	Onion Rings	3.50
Shrimp	10.00	15.00	Mozzarella Sticks	6.00 10.00
Scallops	10.00	15.00	Zucchini Sticks	7.50
Clam Strips	7.00	10.00	Pizza Roll	2.50
In House Natural Chips		3.50	Fried Mushrooms	7.50
Sweet Potato Fries		3.50	Fried Ravioli	7.50
Spicy French Fries		3.50	Jalapeno Poppers	7.50
NEW! Cheesy Fries		4.00	SOUPS...	
Add Bacon		0.75	Soup of the Day	12oz 3.95
Regular French Fries		3.50		

Kids Menu

Chicken Fingers and Fries	5.25	Cheeseburger and Fries	6.00
Spaghetti	3.50	Grilled Cheese and Fries	5.00
Ziti	3.50	Hot Dog on Bun with Fries	4.00

PRSR STD
ECRWSS
U.S. POSTAGE
PAID
EDDM Retail

*****ECRWSS*****

Local
Postal Customer

PRINTED IN CANADA (9593) 1-877-877-8777



Town of Arlington, Massachusetts

Request: Beer & Wine License (transfer)

ATTACHMENTS:

Type		Description
	Backup Material	Beer & Wine application

LICENSE APPLICATION REPORT

Type of License: BEER & WINE LICENSE

Name of Applicant: Lisa Yee d/b/a Szechuan's Dumpling

Address: 1360 Massachusetts Ave.

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

From: "Ed DeFrancisco" <EDeFrancisco@town.arlington.ma.us>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 07/31/2014 01:38 PM
Subject: Inspection for Szechuan's Dumpling

Hi MaryAnn, the phone number 897-394-6438 for Lisa Yee isn't working. I did run Lisa Yee through our system and checked her history. Everything seems fine on our end. I am not going to send over the regular form because I did not get to talk with her.

Thanks
Ted

Attachments:

File: ATT00002.txt	Size: 0k	Content Type: text/plain
File: ATT00003.html (Shown Inline)	Size: 1k	Content Type: text/html

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, 9/22/14
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1360 Mass. Ave.
Applicant's Name: Lisa Yee
D/B/A: Szechuan's Dumpling
Telephone: 897 394-6438
Department: Sent Interoffice Mail & E-mail Date: 9/18/14

MEETING DATE 9/22/14

RE: WINE & MALT LICENSE (TRANSFER)

Police
Fire
Board of Health
Building
Planning Inspected By: *Ted Fields 9.18.2014*

Comments by each Division or Department:

The business proposed for this site is a 2,400 square foot restaurant selling Chinese food for consumption on and off the premises. There is proposed seating for 18 patrons with no assigned on-street parking and one off-street parking space. It is a small enterprise serving the residential neighborhoods surrounding the Arlington Heights business district (zone B3). It is an appropriate type of business for this setting. The business proposes to be open Monday through Sunday for lunch and dinner, until 10pm (11pm Fridays and Saturdays) with eleven total employees.

The Dept. of Planning and Community Development has no objection to the transfer of the existing Wine & Malt License as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 01901
JUL 10 4 33 AM '14

Report is due at the Office of the Board of Selectmen by, 8/13/14
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1360 Mass. Ave.
Applicant's Name: Lisa Yee
D/B/A: Szechuan's Dumpling
Telephone: 978-897-394-6438
Department: Sent Interooffice Mail & E-mail

Date:

Inspected By:

Departments:

RE: BEER & WINE LICENSE

Police

Fire

Board of Health

Building

Planning

Comments by each Division or Department:

A

SMOKE/CO/HEAT
DETECTORS ALL
HARDWIRED AND
INTERCONNECTED
PER CODE

ARLINGTON FIRE DEPT.

REVIEWED: Capt. Asharpe

DATE: 7/7/14

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Lisa Yee

Date: 8/14/2014

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by,
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1360 Mass. Ave.
Applicant's Name: Lisa Yee
D/B/A: Szechuan's Dumpling
Telephone: 897 394-6438
Department: Sent Interoffice Mail & E-mail

Date: 9/18/14

MEETING DATE 9/22/14

Inspected By:

Departments:

RE: WINE & MALT LICENSE (TRANSFER)

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The Health Department has no reservations regarding the issuance of a Wine & Malt License to Szechuan's Dumpling.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **August 13, 2014**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1360 Mass Ave
Applicant's Name: Lisa Yee
D/B/A: Szechuan's Dumpling
Telephone: 897-394-6438
Department: Sent Interoffice Mail & E-mail Date: _____

Inspected By: _____

Departments: _____

RE: BEER & WINE LICENSE

Police

Fire

Board of Health

Building

Planning

Comments by each Division or Department:

Inspectional Services has no objection to the issuance of this request.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: Lisa Yee

Date: 8/14/2014

APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

ARLINGTON

1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) HANG ZHOU RESTAURANT INC

B. Business Name (if different): SEZCHUAN'S Dumpling C. Manager of Record: LISA YEE

D. ABCC License Number (for existing licenses only): 003000032

E. Address of Licensed Premises: 1360 MASS AVE City/Town: ARLINGTON State: MA Zip: 02476

F. Business Phone: 781-648-8882 G. Cell Phone: 978-394-6438

H. Email: freshsushi271@yahoo.com I. Website: www.sezchuansdumpling.com

J. Mailing address (if different from E.): _____ City/Town: _____ State: _____ Zip: _____

2. TRANSACTION:

☐ New License ☐ New Officer/Director ☐ Transfer of Stock ☐ Issuance of Stock ☐ Pledge of Stock

☒ Transfer of License ☐ New Stockholder ☐ Management/Operating Agreement ☐ Pledge of License

The following transactions must be processed as new licenses:

☐ Seasonal to Annual ☐ (6) Day to (7)-Day License ☐ Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

3. TYPE OF LICENSE:

☒ §12 Restaurant ☐ §12 Hotel ☐ §12 Club ☐ §12 Veterans Club

☐ §12 General On-Premises ☐ §12 Tavern (No Sundays) ☐ §15 Package Store

4. LICENSE CATEGORY:

☐ All Alcoholic Beverages ☒ Wine & Malt Beverages Only ☐ Wine or Malt Only

☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

5. LICENSE CLASS:

☒ Annual ☐ Seasonal

6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)

NAME:

LISA YEE

ADDRESS:

1360 MASS AVE

CITY/TOWN:

ARLINGTON

STATE:

MA

ZIP CODE:

02476

CONTACT PHONE NUMBER:

978-394-6438

FAX NUMBER:

781-643-4852.

EMAIL:

fresh.sushi.271@yahoo.com

7. DESCRIPTION OF PREMISES:

Please provide a complete description of the premises to be licensed. Please note that this must be identical to the description on the Form 43.

one front entrance, two exits.
one floor building. Dining Room / Kitchen.

Total Square Footage:

2400

Number of Entrances:

1

Number of Exits:

2

Occupancy Number:

Seating Capacity:

70

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor & room.

8. OCCUPANCY OF PREMISES:

By what right does the applicant have possession and/or legal occupancy of the premises?

Please select

FINAL ASSIGNMENT of
lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n):

Please Select

LLC

Other:

Name:

Rikia LLC

Phone:

617-614-1218

Address:

5 ALBEMARLE RD

City/Town:

NORWOOD

State:

MA

Zip:

02062

Initial Lease Term: Beginning Date

Sep 1. 2014

Ending Date

Sep 1. 2029

Renewal Term:

Options/Extensions at:

Years Each

Rent:

40,219.20

Per Year

Rent:

3351.60

Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?

Yes ☒ No**IMPORTANT ATTACHMENTS (4):**

1. If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest with the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application.
2. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.
3. If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

9. LICENSE STRUCTURE:

The Applicant is a(n):

Please select CORPORATIONOther:

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

8/1/2014

State of Incorporation/Organization:

MAIs the Corporation publicly traded? Yes ☐☒ No**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license (e.g. landlord with a percentage rent based on alcohol sales).

IMPORTANT ATTACHMENTS (5):A. All individuals or entities listed below are required to complete a Personal Information Form.B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form.

Name	All Titles and Positions	Specific # of Stock or % Owned	Other Beneficial Interest
LISA YEE	president	100	

*If additional space is needed, please use last page.

11. EXISTING INTEREST IN OTHER LICENSES:Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

*If additional space is needed, please use last page.

12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? ☒ Yes No If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
LISA YEE	FUJIYAMA INC 78 GILBERT RD BEDFORD MA 01730	9/15/1997	Please Select Transferred
LISA YEE	WAGAMA JAPANESE CURSING INC 386-388 S. MAIN ST SHARON MA 02067	3/15/2004	Please Select Transferred
			Please Select

13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☒ No If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**A.) For Individual(s):**

1. Are you a U.S. Citizen? ☒ Yes No
2. Are you a Massachusetts Residents? ☒ Yes No

B.) For Corporation(s) and LLC(s) :

1. Are all Directors/LLC Managers U.S. Citizens? ☒ Yes No
2. Are a majority of Directors/LLC Managers Massachusetts Residents? ☒ Yes No
3. Is the License Manager or Principal Representative a U.S. Citizen? ☒ Yes No

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? ☒ Yes No

15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON-PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**A.) For Individual(s):**

1. Are you a U.S. Citizen? ☒ Yes No

B.) For Corporation(s) and LLC(s) :

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)? Yes ☒ No
2. Is the License Manager or Principal Representative a U.S. Citizen? ☒ Yes No

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? ☒ Yes No

16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:

A. Purchase Price for Real Property:

N/A

B. Purchase Price for Business Assets:

150,000

C. Costs of Renovations/Construction:

10,000

D. Initial Start-Up Costs:

15,000

E. Purchase Price for Inventory:

N/A

F. Other: (Specify)

G. TOTAL COST

175,000

H. TOTAL CASH

175,000

I. TOTAL AMOUNT FINANCED

0

IMPORTANT ATTACHMENTS (6): Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):

personal Assets contribution, please see attached bank statement.

*If additional space is needed, please use last page.

18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:

A.

Name	Dollar Amount	Type of Financing

*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☒

If yes, please describe:

19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)

A.) Is the applicant seeking approval to pledge the license?

Yes

☒ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock?

Yes

☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory?

Yes

☒ No

If yes, to whom:

IMPORTANT ATTACHMENTS (7): If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

20. CONSTRUCTION OF PREMISES:

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: Yes ☒ No

21. ANTICIPATED OPENING DATE:

Sep 1, 2014

IF ALL OF THE INFORMATION AND
ATTACHMENTS ARE NOT COMPLETE
THE APPLICATION WILL BE
RETURNED



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form,
and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee: HANGZHOU Restaurant Business Name (dba): SEBENAW'S Dumpling
Address: 1360 MASS AVE
City/Town: ARLINGTON State: MA Zip Code: 02476
ABCC License Number: 003000032 Phone Number of Premise: 781-648-8882
(If existing licensee)

2. MANAGER INFORMATION:

A. Name: LISA YBE B. Cell Phone Number: 978-394-6438
C. List the number of hours per week you will spend on the licensed premises: 40

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen: ☒ Yes ☐ No B. Date of Naturalization: [REDACTED] C. Court of Naturalization: BOSTON
(Submit proof of citizenship and/or naturalization such as U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest
in a license to sell alcoholic beverages? ☒ Yes ☐ No
If yes, please describe: Fujiyama INC, WAGAMA JAPANESE CUISINE INC.
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that
has been suspended, revoked or cancelled? Yes ☐ No ☒
If yes, please describe: [REDACTED]
C. Have you ever been the Manager of Record of a license that was issued by this Commission? ☒ Yes ☐ No
If yes, please describe: Fujiyama INC, WAGAMA JAPANESE CUISINE INC.
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

2005-2012 Tokyo Steakhouse 291 S Broadway Salem MA 03079 603-894-7008

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

[Signature]

Date

3/21/2014



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	HANG ZHON RESTAURANT INC	B. Business Name (dba)	SEECHUAN'S Dumpling		
C. Address	1360 MASS AVE	D. ABCC License Number (If existing licensee)	003000032		
E. City/Town	ARLINGTON	State	MA	Zip Code	02476
F. Phone Number of Premise	781-648-8882	G. EIN of License	[REDACTED]		

2. PERSONAL INFORMATION:

A. Individual Name	LISA YEE	B. Home Phone Number	978-394-6438		
C. Address	40 STAFFORDSHIRE LN				
D. City/Town	CONCORD	State	MA	Zip Code	01742
E. Social Security Number	[REDACTED]	F. Date of Birth	[REDACTED]		
G. Place of Employment	HANG ZHON RESTAURANT INC				

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? ☒ Yes ☐ No

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

operating the restaurant.

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.
*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature	[Signature]	Date	8/21/2014
Title	president	(If Corporation/LLC Representative)	

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 18, 2014

Lisa Yee
Szechuan's Dumpling
1360 Massachusetts Ave.
Arlington, MA 02476

RE: WINE & MALT LICENSE

Dear Ms. Yee:

The Board of Selectmen will be discussing your request for a Wine & Malt License on Monday, September 22, 2014. The meeting begins at 7:15PM in the Selectmen's Chambers, Town Hall, 2nd floor. You are invited to be in attendance at this meeting.

Kindly confirm the date and time with Mary Ann or Fran at the above telephone number.

Very truly yours,
Board of Selectmen

Marie A. Krepelka
Board Administrator

MAK:mas



Town of Arlington, Massachusetts

(a) Discussion: Parking Concerns for Attendees of Mad in America International Film Festival, October 9 - October 12; (b) Request: Two One Day Beer & Wine Licenses: 10/9/14 @ Regent Theatre for Film Festival and 10/12/14 @ Robbins Memorial Town Hall for Gala Dinner and Awards Ceremony

ATTACHMENTS:

Type	Description
Backup Material	Police recommendation-parking
Cover Memo	Mad in America letter re: parking concerns
Cover Memo	One Day Beer & Wine License 10.9 at Regent
Cover Memo	One Day Beer & Wine License 10.12 at Town Hall

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: September 18, 2014

RE: Municipal Lot Parking for Mad in America Film Festival, October 9-12

At your request, we reviewed the petition by Ms. Laura Delano to make parking accommodations in the Russell Commons Lot for attendees of the Mad in America Film Festival scheduled from October 9th to 12th. While it is not within the Police Department's discretion to decide whether or not to waive parking within the lot for an event such as this, we believe it would be unfair to local businesses in the area that also utilize this lot if free parking were granted to a for-profit organization for three days (the lot will already be free on Sunday, October 12th) while their customers had to pay.

It is recommended that Ms. Delano advise attendees in advance that they must repay the meters before time expires or risk being ticketed. During these dates, Parking Control Officers can be instructed to not enforce the three-hour maximum in the lot for **all** vehicles if necessary. Another recommended option would be for her to do as other organizations have done in the past and that is to **purchase** a block of permits from the Parking Clerk's Office and either issue them to attendees or sell them for their actual purchase value (not for a profit) on a first come-first serve basis.

Cc: Fred Ryan, Police Chief
Capt. Julie Flaherty, Support Services Commander
Lt. Paul Conroy, OIC / Traffic, Details, and Licensing
Stephen Gilligan, Parking Clerk
Adam Chapdelaine, Town Manager

"Proactive and Proud"

RECEIVED
LECTURER'S OFFICE
ARLINGTON, MA 02476

August 13, 2014

Arlington Board of Selectman
730 Massachusetts Avenue, 2nd Floor
Arlington, MA 02476

AUG 13 3 59 PM '14

Dear Mr. Byrne, Mr. Curro, Mr. Dunn, Mr. Greeley, and Ms. Mahon,

My name is Laura Delano and I work with an organization called Mad in America, Inc., based in Cambridge, MA. We are a small, 100% grassroots for-profit organization with a non-profit structure, and our mission is to rethink psychiatry in the United States and abroad. You can find more information on us at our website, www.MadinAmerica.com.

From Thursday, October 9th through Sunday, October 12th, 2014 we will be hosting our first International Film Festival—called Mad in America's International Film Festival (not Arlington International Film Festival, which I believe is happening just around the same time)—at the Regent Theatre in Arlington Center. For more information on our Festival, please see our Festival website, www.MadinAmericaInternationalFilmFestival.com. Our Festival will showcase films, speakers, panels, live performances, and visual art from around the world that explore alternative mental health modalities of healing and support for people in emotional distress. The timeline of our Festival is as follows:

- Thursday, October 9th- 4PM-11:30PM
- Friday, October 10th- 8:30AM-11:30PM
- Saturday, October 11th- 8:30AM-11:30PM
- Sunday, October 12th- 8:30AM-11:30PM

I am writing to formally inquire about whether there may be an opportunity to better accommodate Festival attendees coming to our event in regards to parking. I know that the large lot behind the Center currently has a maximum of 3 hours at \$0.50/hour, running until 6PM on all days except for Sunday, and I am hoping there may be a way to either extend the number of hours for parking meters for our attendees coming by car, or perhaps not ticket cars of Festival attendees. As this is our first Festival, we do not have a solid estimate of how many people we will expect to attend, or of how many people will be coming by car. We are hoping between 150-200 people will be in attendance, though this is a generous estimate! We are assuming that a good percentage of our attendees will be coming by public transportation or taxi, so the number of cars needing accommodating would be less than this.

Thank you for your consideration. If you need any further information or have any questions, please let me know. I look forward to hearing from you!

Kind regards,



Laura

Laura Delano
Mad in America, Inc.
763 Massachusetts Avenue, Suite 2
Cambridge, MA 02139

LDelano@madinamerica.com
M: (203) 962-1334

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Mad in America / Robert Whitaker

Address, phone & e-mail contact information: 763 Massachusetts Ave., Suite 2
Cambridge, MA 02138 cell: (203) 962-1334
contact: Laura Delano, l.Delano@madinamerica.com
Name & address of Organization for which license is sought: " "

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☒ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? _____ If so, please give date(s) of special licenses and/or applications and title of event(s). Currently applying for second special liquor license for Arlington Town Hall on Sunday, October 12th

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
no

24-Hour contact number for Responsible Manager on Event date: Laura Delano, (203) 962-1334

Title of Event: Film Festival

Date/time of Event: Thursday, October 9th, 2014, 5:30 - 8 PM

Location of Event: Regent Theatre, Arlington, MA

Location/Event Coordinator: Leland Stein

Method(s) of invitation/publicity for Event: social media, email, website

Number of people expected to attend: 150-200

Expected admission/ticket prices: \$125 for 4-day Festival pass - \$30 for Thursday

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$5 for glass of wine or beer

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will card; ticket takers will card

Have you consulted with the Department of Police Services about your security plan for the Event?

In process

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

OFC. Corey P. Rabeau date 8/26/14
OFC. Corey P. Rabeau
Printed name/title

POLICE COMMENTS:

Request at least one detail officer.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

wine, beer

What types of food and non-alcoholic beverages do you plan to serve at the Event?

soda, seltzer, juice
heavy appetizers

Who will be responsible for serving alcoholic beverages at the Event?

Certified bartenders from Beaujolais

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Carlos Enamorado, 10-10-69

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Horizon

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?


Mad in America (Robert Whitaker and Laura Delano)
will remove alcohol at the end of the evening

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

Beaujolais ~~has~~ is fully insured for all events. Also,
Beaujolais has liquor liability. Regent Theatre also has
liquor liability.

Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: Laura Delano

Printed title & Organization name: Mad in America, Inc.

Email: LDelano@medinamerica.com



8/14/14

Security Plan for Mad in America Film Festival Cocktail Party, Thursday 10/9/14

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at "bar" area
 - a) Bartender (TIPS certified)
 - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
 - c) Manager on duty who checks in on the bar area throughout the night
 - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre 30 minutes before cocktail party begins. Beer & wine sold from that period to the end of cocktail party (approx. 2.5 hours), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300. (It is anticipated that one police detail will be needed for this event.)

sale and consumption of alcohol.

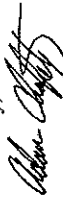
Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS eTIPS On Premise 2.0SSN: XXX-XX-XXXX

Issued: 5/28/2014 Expires: 5/28/2017

ID#: 3733821 D.O.B.: XXXXXXXXXX

Carlos Antonio Enamorato
Beaujalais Catering
207 Broadway
Arlington, MA 02474-5410

For service visit us online at www.gettips.com

OFFICE OF THE BOARD OF SELECTMEN

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02174
SEP 11 3 00 PM '14



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL (ONE-DAY) LIQUOR LICENSE APPLICATION
(TO BE FILLED OUT BY EVENT REQUESTOR)

Name of Applicant: Robert Whitaker

Address, phone & e-mail contact information:

763 Mass. Ave., Suite 2, Cambridge, Ma 02138

Name & address of Organization for which license is sought:

MAD in America, Inc., 763 Mass. Ave., Suite 2, Cambridge, Ma. 02138

Does this Organization hold nonprofit status under the IRS Code? ____ Yes ☒ No

Name of Responsible Manager of Organization (if different from above):

Laura Delano

Address, phone & e-mail contact information:

203-962-1334 LDelano@MadinAmerica.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?

yes ____ If so, please give date(s) of special licenses and/or applications and title of event(s).

APPLYING FOR A PERMIT FOR AN EVENT AT THE REGENT THEATRE DURING SAME WEEK-END EVENT.

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
NO

24-Hour contact number for Responsible Manager on Event date: Laura Delano

Title of Event: Film Festival Gala Dinner and Awards Ceremony

Date/time of Event: Sunday, October 12, 2014, 7:30 - 11:30

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer

Method(s) of invitation/publicity for Event: email, website, social media

Number of people expected to attend: 150-175

Expected admission/ticket prices: \$125 for four-day festival - \$50 for Sunday gala separately

Expected prices for food and beverages (alcoholic and non-alcoholic:

\$5 for wine and beer, food included in price of ticket

Will persons under age 21 be on premises? YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Registration people will ask for ID from anyone intending to purchase an alcoholic drink. They will be given a bright-colored wrist band. Bartenders will check that anyone ordering an alcoholic drink will have a wristband on. If they order more than one drink the bartender will check that the second drink is for someone with a wrist band.

Have you consulted with the Department of Police Services about your security plan for the Event?
yes

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Roteau

date 9/18/14

Off. Corey P. Roteau

Printed name/title

Request one detail. see security plan for additions

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol "one day" licenses are available only to nonprofit organizations.)

beer, wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

soda, seltzer, juices. Light dinner including passed hors d'oeuvres, light buffet dinner.

Who will be responsible for serving alcoholic beverages at the Event?

Beaujolais Catering staff bartenders.

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Carlos Enamorado, Beaujolais Catering

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Horizon


How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Mad in America Staff will take the excess alcohol.

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)
attached

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: Laura Delano

Printed title & Organization name: Film Festival Organizer, Mad in America, Inc.

Email: LDelano@madinamerica.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

14 August 2014

SECURITY PLAN FOR MAD IN AMERICA DINNER GALA

A fundraiser to benefit the organization Mad in America will be held on Sunday, , October 12, 2014 , in the auditorium at Arlington Town Hall. The event is scheduled for 7:30 pm to 10:30 pm.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold for the event. We anticipate approximately 150 - 175 people to attend. We anticipate a mix of attendees at the event - both you and adults. Therefore all attendees will be asked to show an ID if they appear to be under 21. One staff person selling drink tickets will ask people for an ID and will give them a bright-colored wrist band if they plan to purchase an alcoholic drink. The bartending staff also will be responsible for ensuring that anyone getting a drink has a wrist band.

Patsy Kraemer will be the event coordinator for the event. Beaujolais Catering will provide bartender service. Greg Stathopoulos will be the custodian for the event. A committee of staff from the Mad in America program will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.

1. Every person must present proof of being over 21 before a wristband is issued.
- 2) Whoever is issuing wristband should provide proof of either training or certification to prevent service to minors. Otherwise only T.I.P.S. certified bartender should issue bands.

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 2.0
For coursework completed on May 28, 2014
provided by Health Communications, Inc.
is hereby granted to:

Carlos Enamorado

SECRET

Beaufort's Catering
207 Broadway
Arlington MA, 02474-5410 USA



ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
5/19/2014

PRODUCER

Ambrose Insurance Agency, Inc.
56 Central Ave.
Lynn, MA 01901
781-592-8200

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC#

INSURER A: Northland
INSURER B: Hartford Insurance
INSURER C: General Star
INSURER D:
INSURER E:

INSURED

Beaujolaais Catering
Michelle Noska d/b/a
207A Broadway
Arlington, MA 02474

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(MM/DD/YY)	POLICY EXPIRATION DATE(MM/DD/YY)	LIMITS
A		GENERAL LIABILITY	WS212907	5/9/14	5/9/15	EACH OCCURRENCE \$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
		<input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY \$ 1,000,000
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 2,000,000
		AUTOMOBILE LIABILITY				PRODUCTS - COMP/OP AGG \$ 1,000,000
		<input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) \$
		<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per person) \$
		<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
		<input type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
		<input type="checkbox"/> NON-OWNED AUTOS				AUTO ONLY - EA ACCIDENT \$
		GARAGE LIABILITY				OTHER THAN AUTO ONLY: EA ACC \$
		<input type="checkbox"/> ANY AUTO				AGG \$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE				AGGREGATE \$
		DEDUCTIBLE				\$
		RETENTION \$				\$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	08WECLH9612	11/1/13	11/1/14	WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTH-ER \$
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT \$ 500,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$ 500,000
C		OTHER	1MA69904	4/9/14	4/9/15	E.L. DISEASE - POLICY LIMIT \$ 500,000
		Liquor Liability				1,000,000 csl

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Catering Services
Town of Arlington as additional insured, general and liquor liability

CERTIFICATE HOLDER

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02474
Attn.: Patsy Kraemer

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

[Signature]

© ACORD CORPORATION 1988



Town of Arlington, Massachusetts

Request: Three Spaces On Street Overnight Parking, 17 Linwood Street

Summary:

One space on street overnight parking was granted at this address, April 8, 2013 to her daughter, Eleanor Riccardi.

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Backup Material	Inspections summary report, police and fire recommendations, resident request, meeting notice

INSPECTIONS SUMMARY REPORT

Type of Request: Three Spaces, On Street Overnight Parking Application

Name of Applicant: **Debra Riccardi**

Address: **17 Linwood Street, #1**

The following Departments have **no objections** to the issuance of said license:

- Police _____
- Fire _____

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police _____X_____
- Fire _____X_____

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: September 18, 2014

RE: Request: Three Spaces, On-Street Overnight Parking @ 17 Linwood Street

At your request, The Traffic and Parking Unit reviewed the petition by Ms. Debra Riccardi to have three on-street parking permits issued for her tenants in front of her residence at 17 Linwood Street. At this time, the Traffic and Parking Unit **does not support** this request. Parking permits are available for purchase one block away in the Gibbs Parking lot and this should be what is presented to her perspective tenants if they wish to rent at a place with no available on or off-street parking.

It should be noted that the previous space that was granted to Ms. Riccardi's daughter was due to exigent circumstances over safety concerns maintained in Police Department records and should not serve as a precedent for issuing multiple permits to this residence.

CPR

Cc: Fred Ryan, Police Chief
Capt. Julie Flaherty, Support Services Commander
Lt. Paul Conroy, OIC / Traffic, Details, and Licensing
Capt. James Bailey, Arlington Fire Department Operations
Adam Chapdelaine, Town Manager

"Proactive and Proud"

**Arlington Fire Department
Town of Arlington**

Fire Prevention Division

112 Mystic Street, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3919
Email: jbailey@town.arlington.ma.us

*James Bailey
Deputy Chief
Operations*

Memo to: Marie Krepelka

From: Deputy Chief James Bailey

Subject: On Street Overnight Parking, **17 Linwood St**

Date: September 15, 2014

In regards to a request for 3 on street overnight parking permits at **17 Linwood St.**, this Department has general safety concerns with the issuance of overnight parking permits. After reviewing the reason for this request, consulting Arlington Police, and the availability of spaces at the Gibbs School, this department objects to overnight parking at **17 Linwood St.**

Town of Arlington - Selectman

RECEIVED
TOWN OF ARLINGTON
JAN 23 11 58 AM '14

Dear Selectman,

I would like to put in a request for on street overnight parking. I have 3 new tenants. my location is 17 Linwood St. #2

I do not have a driveway at my Residents.

Would you please take this under consideration this Request is not for me, but tenants.

Looking forward to hearing from you.

Thank you
Debra Ricciardi
17 Linwood St. #1
Arlington, MA 02474
#857-236-3392

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 15, 2014

Debra Riccardi
17 Linwood Street, #1
Arlington, MA 02474

Dear Ms. Riccardi:

The Board of Selectmen will be discussing your request for three spaces, on street overnight parking at their meeting on Monday, September 22nd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You or your representative is invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka" followed by a small flourish.

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Vote: Busking Administrative Fee



Town of Arlington, Massachusetts

Inter-Municipal Agreement - Yard Waste Disposal

ATTACHMENTS:

Type	Description
📎 Cover Memo	Memorandum to Board
📎 Backup Material	Inter-Municipal Agreement



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Inter-municipal Agreement for Yard Waste Disposal with Lexington

Date: September 19, 2014

I am requesting the Board's authorization to execute the attached inter-municipal agreement with Lexington regarding the disposal of the Town's yard waste and Christmas trees. We have been disposing of this waste at Lexington's composting facility for some time, but this agreement formalizes the arrangement and sets the tonnage cost for both FY2015 and FY2016.

I believe that approval of this agreement is in the best interest of the Town as it provides cost certainty while planning next year's budget and also because it provides a nearby facility for the Town's waste hauler to dispose of the Town's yard waste and Christmas trees.

Please let me know if you have any questions.

INTER-MUNICIPAL AGREEMENT

This Agreement is in accordance with the MGL Chapter 40, section 4A

WHEREAS, the Town of Arlington is agreeable and desirous of disposing of all of its yard waste including Christmas trees as collected **at curbside** from its residences including wood chips generated by the Town's Tree Divisions; and

WHEREAS, the Town of Lexington is agreeable and desirous of accepting this yard waste; THEREFORE, said respective Towns enter into this agreement as follows:

- A. The Town of Lexington shall set the policies and practices of the Lexington Compost Facility located at 60 Hartwell Avenue.
- B. The Lexington DPW reserves the right to place reasonable restrictions on the use of the Lexington Compost Facility in order to protect the public health, safety and welfare of its employees and citizens.
- C. Acceptable yard waste materials allowed for processing at the Lexington Compost Facility from the Town of Arlington's' annual curbside yard waste collections are defined as such: leaves, grass clippings, flower and vegetable plants, wood chips, pine needles/cones, hedge clippings, brush and branches less than 1 (one) inch in diameter. Christmas trees collected curbside in Arlington by their designated curbside collection hauler are acceptable materials at the compost facility for specified weeks in January. Christmas trees delivered to the Lexington compost facility must be kept separate from leaves and yard waste and deposited into the designated brush pile for processing. Arlington will pay for the fair and reasonable costs of chipping/grinding Arlington Christmas trees into wood chips. Furthermore, the Arlington DPW will be able to deliver clean wood chips only from municipally generated tree maintenance projects. This contract makes no provision for the residential drop-off of leaves and yard waste at the Hartwell Avenue compost facility from Arlington residents.
- D. The Town of Lexington will accept no more than 4000 tons of yard waste per year of the materials stated above for a period of two years.

E. The Town of Arlington will pay the Town of Lexington the following sums:

1. Fiscal year 2015 - \$30.80 per ton plus \$4,200 to grind Xmas Tree waste;
2. Fiscal year 2016 - \$31.57 per ton plus \$4,300 to grind Xmas Tree waste.

F. Arlington's Curbside Yard Waste Collection Contractor will be responsible for monitoring all Arlington yard waste loads delivered to the Lexington Compost Facility. Furthermore, this Collection Contractor will be responsible for removing contaminants from yard waste including excessive amounts of brush larger than 1" inch in diameter and other miscellaneous trash items such as plastic bags, bottles, cans wood waste and any other refuse related items. Disposal of unauthorized materials with yard waste or mixed loads can result in the suspension or revocation of the contractor's permission to dispose of acceptable yard waste materials at the Lexington Compost Facility. The cost for the removal of unauthorized materials at the Compost Facility will be borne by Arlington's authorized Yard Waste Collection Contractor or by the Town of Arlington.

G. Arlington's authorized Yard Waste collection Contractor will be responsible for completing and signing a Yard Waste Material Tracking receipt (see attached) upon the delivery of each load of curbside yard waste from Arlington. The information required on the receipt includes: the identification number of the Collection Contractor truck that delivers Arlington yard waste only a reasonable estimate of the amount of yard waste delivered to the facility, such as if the truck is quarter, half, three-quarters full or full, confirmation that contaminants have been removed and any other pertinent information.

H. In the circumstance that the delivery of yard waste from the Town of Arlington exceeds more than 4000 tons the Town of Lexington reserves the right to seek a fair and reasonable compensation for acceptance of such additional yard waste at the Lexington Compost Facility.

I. Either Town may terminate this Agreement for any reason within a 90 day written notice.

For the Town of Lexington

For the Town of Arlington

By its Town Manager

By its Town Manager

As authorized by the Board of Selectmen

Approval for Availability of

On _____

Funds of Town of Arlington



Town of Arlington, Massachusetts

Discussion: Disposition of 1207 Massachusetts Avenue

ATTACHMENTS:

Type	Description
 Cover Memo	Memorandum to Board



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: 1207 Massachusetts Avenue

Date: September 19, 2014

I am writing to provide an update on the discussions of the working group designated to analyze possibilities for the future use of the Town owned building located at 1207 Massachusetts Avenue (formerly known as the Disabled American Veterans' Club). This working group included Steve Byrne, Dan Dunn, Doug Heim, William McCarthy, and me. After a great deal of discussion, the group came to a general agreement that either leasing or selling the building would be in the best interest of the Town. My recommendation as Town Manager is that the Board consider the sale of the building in order to generate resources which could be dedicated to future school construction projects. Moving forward, the group would like to recommend the following process:

- 1) Hold a public hearing at the next Board meeting to solicit feedback from Town residents and abutters in regard to the future use of the building.
- 2) Based on that feedback and the Board's prerogative develop a Request for Proposals (RFP) to either sell or lease the building.
- 3) If the RFP seeks a lease, award a lease to the most advantageous respondent to the RFP.

- 4) If the RFP seeks to sell the property, award sale of the building to the most advantageous respondent, with the final sale of the property subject to approval by Town Meeting.

The goal of this process would be to have the conclusion of the RFP process timed properly with Town Meeting next spring. I look forward to discussing this matter at Monday evening's meeting and as always, please let me know if you have any questions.



Town of Arlington, Massachusetts

Approval of Board & Manager Goals FY2015 - FY2016

ATTACHMENTS:

Type	Description
 Backup Material	Memorandum to Board & Goals for Approval



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Board/Manager Goals Follow Up

Date: September 19, 2014

I am writing in further follow up to our goal setting session which was held on June 28, 2014. For the Board's review, I have provided updated goals for both the Board of Selectmen and the Town Manager. Attached, you will find a red-line version (track changes) of the goals of the document, as well as an amended document without the red-line (track) changes.

At Monday's meeting, I would like to ask the Board to provide any final feedback that it has on the goals, and then, if satisfied with the document, formally adopt the goals.

Please let me know if you have any questions in regard to this matter.

FY 2015-FY 2016 Board of Selectmen Goals

1) LONG RANGE FINANCIAL/STRATEGIC PLANNING & SUSTAINABILITY *

- a) Work with Long Range Planning Committee to update existing multi-year financial plan while also considering opportunities to reduce the Town's structural deficit in preparation for future multi-year financial plans
 - Deliverable – The Chair will provide an update to the Board of Selectmen following meetings of the Long Range Planning Committee
 - Deliverable – Work to inform the public about the projected timeline of future overrides and debt exclusions
- b) Continue pursuit of regionalization opportunities, remaining open to new opportunities as they present themselves
 - Deliverable – Follow up on agreed upon service areas discussed at the Regionalization Summit facilitated by the Metropolitan Area Planning Council. Follow up on these areas that currently include veterans' services animal control, technology, and transportation, and the expansion of mutual aid agreements.
- c) Work with legislators and other communities for a more equitable distribution of state resources
- d) Identify and communicate the Town's legislative priorities to the local delegation
 - a. Priorities to include working with utility companies to explore system upgrades and better coordination amongst varying utilities
 - b. Work to see that MassDOT's commitment to a successful East Arlington Mass. Ave. rebuild is maintained throughout the project
 - a.c. Continue to urge state leaders for a solution the Minuteman School Building issue that is led by the Commonwealth (DESE)
 - b. Work with the Utility Pole Committee to coordinate their efforts to manage unsafe and unsightly poles
- e) Work with the Budget and Revenue Taskforce Finance Committee, Capital Planning Committee, School Committee and the Town Manager to identify potential financial impacts of future building projects at the Ottoson, Stratton, Arlington High School and Minuteman Regional High School
- f) Review progress made regarding recently adopted water/sewer rate structure and billing plan

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2) CAPITAL PROJECTS AND MAINTENANCE

- a) School building projects – Thompson School Construction Project
 - Deliverable – Oversee the completion and opening of the Thompson School
- b) a) Public safety buildings – (Community Safety Building envelope – FY2013)
 - Deliverable – Work with Town Manager and PTBC to complete this phase of the project and review a post project analysis to be developed by the Town Manager and the PTBC
- c) b) Public safety buildings – (Central Fire Station – FY2014 & FY2015)
 - Deliverable – Begin design portion of renovation construction portion of project in and prepare project for bid in FY2015
- d) Rink – Work with legislative delegation to execute agreement to acquire ownership of rink
- e) c) Finalize Create an inventory of publicly owned parcels that identifies jurisdictional issues and establishes parcel boundaries and investigate inclusion of data within the Town's GIS database
 - Deliverable – Finalize and review Creation of parcel listing
- f) d) Work with newly created Facility Maintenance Committee and support its efforts of advising the Town Manager on building needs and budget constraints as they relate to town owned facilities
- e) Finalize Initiate process of determining proper future use of 1207 Massachusetts Avenue
- f) Monitor progress of the Stratton School Building Committee and provide support as appropriate
- g) Monitor the implementation of Mt. Pleasant Cemetery improvements as outlined within the capital plan

3) LONG RANGE COMMUNITY PLANNING, LAND USE, COMMUNITY DEVELOPMENT, AND TOURISM

a) Work with Town Manager and Director of Planning & Community Development on Master Plan and continue to promote participation throughout the process, as well as work with Vision 2020 to ensure that their mission and goals are aligned with the Master Plan

a) • *Deliverable – Review and consider the final Master Plan report*

b) Work with ATED to review the committee's priorities and help develop a sustainable model through which these priorities can be achieved, Community Stakeholders, and the Economic Development Officer to focus on economic development, business retention and tourism

b) c) *Work to support efforts focused on economic development, business retention and tourism through working with the Economic Development Planner*

• *Deliverable – Develop and implement a facade improvement program for business districts*

c) d) *Monitor the Work to implement strategy that will manage potential development of the Mugar property and conserve the wetlands contained therein*

d) *Continue to monitor the progress of the development of the Symmes property and work with neighborhood as project nears completion*

e) *Continue to work with the Arlington Commission on Arts and Culture to support promotional opportunities for arts and culture in Arlington* Facilitate Arts & Cultural initiatives and investigate means of promoting the mission of the Cultural Commission as prescribed by the Town's bylaws.

e) c) *Deliverable – Work with Cultural Commission on creating an inventory of existing public art in Arlington*

f) Work with the Cemetery Commission and ARB to explore cemetery expansion opportunities

g) Work with Town Manager and other stakeholders on identifying land for storm debris and snow storage

h) Communicate and coordinate with neighboring communities to identify issues that have regional impacts, the following included:

- Work with Cambridge, Somerville, and the MWRA to eliminate all CSO discharges into the Alewife Brook within the next 20 years. Uphold Town Meeting vote to restore Alewife Brook to Class B waterway
- Work with DCR and MassDOT on Alewife Greenway to protect the Town's interests and ensure that appropriate state agencies uphold their commitment to maintenance and vegetation management

4) TRANSPORTATION AND PARKING

a) *Continue to c* Communicate and work with residents, businesses and relevant agencies to move Mass. Ave. corridor project forward

b) *Review and act upon Arlington Center parking policy with a focus on enhancing customer service and increasing the vitality of the Arlington Center commercial district* Work towards development of comprehensive commercial district parking strategy

c) Review parking regulations in East Arlington while considering options for management of neighborhood parking and the relevant impacts of street cleaning schedules and commuter parking

d) *Continue working with the Route 128 Business Council on regional transportation opportunities and investigate increased cooperation with the Lexpress service* Advocate for sustained MBTA service levels, monitor upcoming changes to bus routes, and oversee the installation of bus shelters

e) Review, monitor and evaluate hackney licensing processes on an annual basis

f) *Work with ABAC and TAC in regard to promote and encourage multimodal transportation in Arlington and support corresponding infrastructure* improvements throughout Town

f) g) *Develop parking regulation strategy for Mt. Pleasant Cemetery*

5) PUBLIC COMMUNICATIONS AND CUSTOMER SERVICE

a) Continue exploring options for customer service enhancement including enhanced use of website and Request/Answer Center. *Particular focus on integration of public safety into automated/web services*

b) Receive quarterly reporting from the Request/Answer center with a focus on volume and response time. How long before request is acknowledged? *Also monitor long term unanswered requests*

c) Develop Selectmen's Policy Handbook and/or investigate what currently exists in a similar fashion

d) Work with Town Manager and Public Information Officer to investigate traditional and alternative means to enhance public communication

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- e) Continue to enhance accessibility and transparency of Board of Selectmen proceedings through the integration of technology
- f) Implement electronic packets for the Board of Selectmen

**Sustainability – “Sustainability is the ability of communities to consistently thrive over time as they make decisions to improve the community today without sacrificing the future” – Tad McGalliard, ICMA*

FY 20154-FY 20165 Town Manager Goals

1) FINANCIAL AND OPERATIONAL EFFICIENCY

- a) Work with Board of Selectmen and other Town officials to update and monitor the existing multi-year financial plan while researching and developing opportunities to reduce the Town’s structural deficit in preparation for future multi-year financial plans
 - *Deliverable – Prepare multi-year planning analysis for presentation to key stakeholder groups*
- b) Continue to evaluate current methods of delivering various services to ensure that the most productive, cost efficient method is used
- c) Continue to work with legislators and other communities for a more equitable distribution of state resources
- d) Continue to pursue grant funding and other revenue enhancing opportunities
- e) Continue to investigate regionalization initiatives that provide both financial incentives and service delivery improvement to Arlington residents.
 - *Deliverable – Follow up on areas that currently include veterans’ services, technology, transportation, and the expansion of mutual aid agreements agreed upon service areas discussed at the Regionalization Summit facilitated by the Metropolitan Area Planning Council. These areas include animal control, technology and transportation.*
- f) Investigate possibility of Innovation Award Program, to award employees who propose cost saving measures for their department
- g) Continue the progress that has been made in developing a performance management program through the grant awarded by the Collins Center
- h) Work with the Budget and Revenue Taskforce ~~Board of Selectmen and other Town officials~~ on identifying financial impacts of future building projects at the Ottoson, Stratton, Arlington High School and Minuteman Regional High School.
- i) Continue to manage process of implementing new water and sewer rate structure along with changes to billing frequency

2) CAPITAL PROJECTS

- a) ~~Work with School Department on the Thompson School reconstruction process~~
 - ~~Deliverable – Oversee the completion and opening of the Thompson School~~
- b) ~~a) Manage Community Safety Building Repairs (FY 2013)~~
 - ~~Deliverable – Work with the PTBC to complete this phase of the project and develop a post project analysis with the PTBC for review by the Board of Selectmen~~
- c) ~~b) Manage Central Fire Station Design (FY 2014) and Construction (FY 2015)~~
 - ~~Deliverable – Complete building project on schedule and on budget design of building and prepare project to go out to bid in FY 2015~~
- d) ~~Oversee the completion of conversion of streetlights from High Pressure Sodium to LED~~
 - ~~Deliverable – Complete building project on schedule and on budget~~
- e) ~~With major Rink upgrades completed, finalize transfer of ownership to Town from Commonwealth~~
- f) ~~c) Develop an inventory of publicly owned parcels that identifies jurisdictional issues and parcel boundaries~~
 - ~~Deliverable – Create inventory Finalize creation of inventory and provide to the Board of Selectmen for review~~
- g) ~~d) Complete conversion of fire alarm systems to wireless~~
- e) ~~Work with newly created Facility Maintenance Committee on maintenance budgeting for the Town owned buildings~~
- f) ~~Monitor progress of the Stratton School Building Committee and provide support as appropriate~~
- g) ~~Work with the Board of Selectmen to determine the future use of the property located at 1207 Massachusetts Avenue~~
- h) ~~Work with the Director of Public Works to manage the implementation of Mt. Pleasant Cemetery improvements as outlined within the capital plan~~
- h)

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3) PLANNING, LAND USE, COMMUNITY DEVELOPMENT AND TRANSPORTATION

- a) Work with the Board of Selectman, Redevelopment Board, and Planning and Community Development Department to continue the progress to date on the Master Planning process
- a) Continue to wWork with Selectmen regarding comprehensive commercial district parking study
 - ~~Deliverable – Provide Board of Selectmen with Arlington Center Parking proposal for their action Issue RFP for parking study in Arlington Center and implement short term actions recommended by the Transportation Advisory Committee~~
- b) Work with ATED and the Economic Development Officer to further economic development, business retention, and tourism
 - e) ~~Deliverable – Develop and implement a façade improvement program~~
- d) ~~c) Continue w~~Working with residents, businesses and relevant agencies to begin improvements to Mass Ave. corridor.
- e) ~~Work with Board of Selectmen and the ARB to monitor the progress of the development of the Symmes property and work with the neighborhood as the project nears completion~~
- f) ~~Monitor Alewife Greenway project to minimize impacts to neighborhood and maximize benefits to the community~~
- d) ~~Work to implement strategy that will managemonitore potential development of the Mugar property and conserve the wetlands contained therein~~
- e) ~~Work with the Board of Selectmen to review parking regulations in East Arlington while considering options for management of neighborhood parking and the relevant impacts of street cleaning schedules and commuter parking~~
- f) ~~Continue to work with the Arlington Commission on Arts and Culture to support promotional opportunities for arts and culture in Arlington~~
- g) ~~Work with ABAC and TAC to promote and encourage multimodal transportation in Arlington and support corresponding infrastructure improvements throughout Town~~
- h) ~~Work with appropriate Town departments to identify site for temporary debris and snow storage~~

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- i) Work with the Board of Selectmen and the Cemetery Commission to develop parking regulation strategy for Mt. Pleasant Cemetery
g)

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4) INFORMATION TECHNOLOGY

- a) Work with the Director of Information Technology to implement the develop 3 year IT Strategic Plan
- Deliverable – Complete development of implement plan
- b) Work with departments to implement online bill payments
- Deliverable – Complete implementation of online bill paying
- c) Work to integrate newly established GIS data and mapping tools into departmental operations
- Deliverable – Demonstrate integration of GIS tools into departmental operations

5) PUBLIC COMMUNICATION AND CUSTOMER SERVICE

- a) Work with the Director of Information Technology Director and Public Information Officer to investigate the upgrade and integration of the Town's Request/Answer Center with the anticipated GIS system if appropriate
- ~~b) Work with the Public Information Officer to upgrade the functionality and aesthetics of the Town's website~~
- ~~c) b)~~ Work with Public Information Officer to continue to investigate the integration of social media into daily as well as emergency communications
- ~~d) c)~~ Work with Public Information Officer to further develop uses of traditional media to communicate with public

6) ENERGY EFFICIENCY/SUSTAINABILITY

- a) Continue work with the Energy Working Group, leveraging Arlington's designation as a Green Community, to improve the Town's energy efficiency.
- b) Work with the Regional Energy Manager and the Energy Working Group to investigate move forward with installing solar panels possibilities for renewable energy production on town and school buildings and town property
- Deliverable – Draft action plan for soliciting vendor proposals for solar installation Provide Board of Selectmen and School Committee with presentation in regard to planned solar projects and move forward with project implementation
- c) Work with the Energy Working Group to plan for ~~the~~ expenditure of the remaining balance in the \$200,000 energy efficiency fund as approved by the 2012 Town Meeting
- Deliverable – Using existing energy audit data, plan for and implement energy efficiency measures Building upon success of initial expenditures, continue to use energy audit and other pertinent information to plan projects which have both financial and environmental benefits to the Town

7) ORGANIZATIONAL

- a) Continue work on a comparative compensation study and use the data gathered by consultant to inform future negotiations between the Town and its bargaining units Begin bargaining with bargaining units for successor agreements to begin in FY2016
- b) Continue to recruit and hire qualified, professional, and excellent employees at all levels of the organization

FY 2015-FY 2016 Board of Selectmen Goals

1) LONG RANGE FINANCIAL/STRATEGIC PLANNING & SUSTAINABILITY *

- a) Work with Long Range Planning Committee to update existing multi-year financial plan while also considering opportunities to reduce the Town's structural deficit in preparation for future multi-year financial plans
 - *Deliverable – The Chair will provide an update to the Board of Selectmen following meetings of the Long Range Planning Committee*
 - *Deliverable – Work to inform the public about the projected timeline of future overrides and debt exclusions*
- b) Continue pursuit of regionalization opportunities, remaining open to new opportunities as they present themselves
 - *Deliverable – Follow up on areas that currently include veterans' services, technology, transportation, and the expansion of mutual aid agreements*
- c) Work with legislators and other communities for a more equitable distribution of state resources
- d) Identify and communicate the Town's legislative priorities to the local delegation
 - a. Priorities to include working with utility companies to explore system upgrades and better coordination amongst varying utilities
 - b. Work to see that MassDOT's commitment to a successful East Arlington Mass. Ave. rebuild is maintained throughout the project
 - c. Continue to urge state leaders for a solution the Minuteman School Building issue that is led by the Commonwealth (DESE)
- e) Work with the Budget and Revenue Taskforce to identify potential financial impacts of future building projects at the Ottoson, Stratton, Arlington High School and Minuteman Regional High School
- f) Review progress made regarding recently adopted water/sewer rate structure and billing plan

2) CAPITAL PROJECTS AND MAINTENANCE

- a) Public safety buildings – (Community Safety Building envelope – FY2013)
 - *Deliverable – Work with Town Manager and PTBC to complete this phase of the project and review a post project analysis to be developed by the Town Manager and the PTBC*
- b) Public safety buildings – (Central Fire Station – FY2015)
 - *Deliverable – Begin construction portion of project in FY2015*
- c) Finalize an inventory of publicly owned parcels that identifies jurisdictional issues and establishes parcel boundaries and investigate inclusion of data within the Town's GIS database
 - *Deliverable – Finalize and review parcel listing*
- d) Work with newly created Facility Maintenance Committee and support its efforts of advising the Town Manager on building needs and budget constraints as they relate to town owned facilities
- e) Finalize process of determining proper future use of 1207 Massachusetts Avenue
- f) Monitor progress of the Stratton School Building Committee and provide support as appropriate
- g) Monitor the implementation of Mt. Pleasant Cemetery improvements as outlined within the capital plan

3) LONG RANGE COMMUNITY PLANNING, LAND USE, COMMUNITY DEVELOPMENT, AND TOURISM

- a) Work with Town Manager and Director of Planning & Community Development on Master Plan and continue to promote participation throughout the process
 - *Deliverable – Review and consider the final Master Plan report*
- b) Work with ATED to review the committee's priorities and help develop a sustainable model through which these priorities can be achieved
- c) Work to support efforts focused on economic development, business retention, and tourism through working with the Economic Development Planner
- d) Monitor the potential development of the Mugar property and conserve the wetlands contained therein

- e) Continue to work with the Arlington Commission on Arts and Culture to support promotional opportunities for arts and culture in Arlington
- f) Work with the Cemetery Commission and ARB to explore cemetery expansion opportunities
- g) Work with Town Manager and other stakeholders on identifying land for storm debris and snow storage
- h) Communicate and coordinate with neighboring communities to identify issues that have regional impacts, the following included:
 - Work with Cambridge, Somerville, and the MWRA to eliminate all CSO discharges into the Alewife Brook within the next 20 years. Uphold Town Meeting vote to restore Alewife Brook to Class B waterway
 - Work with DCR and MassDOT on Alewife Greenway to protect the Town's interests and ensure that appropriate state agencies uphold their commitment to maintenance and vegetation management

4) TRANSPORTATION AND PARKING

- a) Continue to communicate and work with residents, businesses and relevant agencies to move Mass. Ave. corridor project forward
- b) Review and act upon Arlington Center parking policy with a focus on enhancing customer service and increasing the vitality of the Arlington Center commercial district
- c) Review parking regulations in East Arlington while considering options for management of neighborhood parking and the relevant impacts of street cleaning schedules and commuter parking
- d) Continue working with the Route 128 Business Council on regional transportation opportunities and investigate increased cooperation with the Lexpress service
- e) Review, monitor and evaluate hackney licensing processes on an annual basis
- f) Work with ABAC and TAC to promote and encourage multimodal transportation in Arlington and support corresponding infrastructure improvements throughout Town
- g) Develop parking regulation strategy for Mt. Pleasant Cemetery

5) PUBLIC COMMUNICATIONS AND CUSTOMER SERVICE

- a) Continue exploring options for customer service enhancement including enhanced use of website and Request/Answer Center.
- b) Receive quarterly reporting from the Request/Answer center with a focus on volume and response time. How long before request is acknowledged? Also monitor long term unanswered requests
- c) Develop Selectmen's Policy Handbook and/or investigate what currently exists in a similar fashion
- d) Work with Town Manager and Public Information Officer to investigate traditional and alternative means to enhance public communication
- e) Continue to enhance accessibility and transparency of Board of Selectmen proceedings through the integration of technology
- f) Implement electronic packets for the Board of Selectmen

**Sustainability – "Sustainability is the ability of communities to consistently thrive over time as they make decisions to improve the community today without sacrificing the future" – Tad McGalliard, ICMA*

FY 2015-FY 2016 Town Manager Goals

1) FINANCIAL AND OPERATIONAL EFFICIENCY

- a) Work with Board of Selectmen and other Town officials to update and monitor the existing multi-year financial plan while researching and developing opportunities to reduce the Town's structural deficit in preparation for future multi-year financial plans
 - *Deliverable – Prepare multi-year planning analysis for presentation to key stakeholder groups*
- b) Continue to evaluate current methods of delivering various services to ensure that the most productive, cost efficient method is used
- c) Continue to work with legislators and other communities for a more equitable distribution of state resources
- d) Continue to pursue grant funding and other revenue enhancing opportunities
- e) Continue to investigate regionalization initiatives that provide both financial incentives and service delivery improvement to Arlington residents.
 - *Deliverable – Follow up on areas that currently include veterans' services, technology, transportation, and the expansion of mutual aid agreements*
- f) Investigate possibility of Innovation Award Program, to award employees who propose cost saving measures for their department
- g) Continue the progress that has been made in developing a performance management program through the grant awarded by the Collins Center
- h) Work with the Budget and Revenue Taskforce on identifying financial impacts of future building projects at the Ottoson, Stratton, Arlington High School and Minuteman Regional High School.
- i) Continue managing process of implementing new water and sewer rate structure along with changes to billing frequency

2) CAPITAL PROJECTS

- a) Manage Community Safety Building Repairs (FY 2013)
 - *Deliverable – Work with the PTBC to complete this phase of the project and develop a post project analysis with the PTBC for review by the Board of Selectmen*
- b) Manage Central Fire Station Construction (FY 2015)
 - *Deliverable – Complete building project on schedule and on budget*
- c) Develop an inventory of publicly owned parcels that identifies jurisdictional issues and parcel boundaries
 - *Deliverable – Finalize creation of inventory and provide to the Board of Selectmen for review*
- d) Work with newly created Facility Maintenance Committee on maintenance budgeting for the Town owned buildings
- e) Monitor progress of the Stratton School Building Committee and provide support as appropriate
- f) Work with the Board of Selectmen to determine the future use of the property located at 1207 Massachusetts Avenue
- g) Work with the Director of Public Works to manage the implementation of Mt. Pleasant Cemetery improvements as outlined within the capital plan

3) PLANNING, LAND USE, COMMUNITY DEVELOPMENT, AND TRANSPORTATION

- a) Work with the Board of Selectman, Redevelopment Board, and Planning and Community Development Department to continue the progress to date on the Master Planning process
- a) Continue to work with Selectmen regarding comprehensive commercial district parking study
 - *Deliverable – Provide Board of Selectmen with Arlington Center Parking proposal for their action*
- b) Work with ATED and the Economic Development Officer to further economic development, business retention, and tourism
- c) Continue working with residents, businesses and relevant agencies to begin improvements to Mass Ave. corridor.

- d) Work to monitor potential development of the Mugar property and conserve the wetlands contained therein
- e) Work with the Board of Selectmen to review parking regulations in East Arlington while considering options for management of neighborhood parking and the relevant impacts of street cleaning schedules and commuter parking
- f) Continue to work with the Arlington Commission on Arts and Culture to support promotional opportunities for arts and culture in Arlington
- g) Work with ABAC and TAC to promote and encourage multimodal transportation in Arlington and support corresponding infrastructure improvements throughout Town
- h) Work with appropriate Town departments to identify site for temporary debris and snow storage
- i) Work with the Board of Selectmen and the Cemetery Commission to develop parking regulation strategy for Mt. Pleasant Cemetery

4) INFORMATION TECHNOLOGY

- a) Work with the Director of Information Technology to implement the 3 year IT Strategic Plan
 - *Deliverable – Implement plan*
- b) Work with departments to implement online bill payments
 - *Deliverable – Complete implementation of online bill paying*
- c) Work to integrate newly established GIS data and mapping tools into departmental operations
 - *Deliverable – Demonstrate integration of GIS tools into departmental operations*

5) PUBLIC COMMUNICATION AND CUSTOMER SERVICE

- a) Work with the Director of Information Technology and Public Information Officer to investigate the upgrade and integration of the Town's Request/Answer Center with the anticipated GIS system if appropriate
- b) Work with Public Information Officer to continue to investigate the integration of social media into daily as well as emergency communications
- c) Work with Public Information Officer to further develop uses of traditional media to communicate with public

6) ENERGY EFFICIENCY/SUSTAINABILITY

- a) Continue work with the Energy Working Group, leveraging Arlington's designation as a Green Community, to improve the Town's energy efficiency.
- b) Work with the Regional Energy Manager and the Energy Working Group to move forward with installing solar panels on town and school buildings and town property
 - *Deliverable – Provide Board of Selectmen and School Committee with presentation in regard to planned solar projects and move forward with project implementation*
- c) Work with the Energy Working Group to plan for expenditure of the remaining balance in the \$200,000 energy efficiency fund as approved by the 2012 Town Meeting
 - *Deliverable – Building upon success of initial expenditures, continue to use energy audit and other pertinent information to plan projects which have both financial and environmental benefits to the Town*

7) ORGANIZATIONAL

- a) Begin bargaining with bargaining units for successor agreements to begin in FY2016
- b) Continue to recruit and hire qualified, professional, and excellent employees at all levels of the organization



Town of Arlington, Massachusetts

Discussion: Selectmen's Handbook



Town of Arlington, Massachusetts

Vote: Nagaokakyo, Japan Letter of Support

ATTACHMENTS:

Type		Description
	Backup Material	Letter to Mayor Oda of Nagaokakyo

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

9/16/2014

Yutaka Oda, Mayor of Nagaokakyo
Secretarian section of Nagaokakyo City
1-1-1 Kaiden, Nagaokakyo-city, Kyoto-pref, 617-8501 Japan

Dear Mayor Oda,

I am grateful for your several updates regarding the status of our sister city exchanges. It is with great pleasure that I received your letter stating your intentions to continue the exchange program. Thank you for your attention to this important matter.

At our last meeting, the Board of Selectman unanimously agreed that we would like to continue and improve upon our partnership with Nagaokakyo. We sincerely enjoyed celebrating the 30th anniversary of our sister city relationship and look forward to maintaining our friendship for many years to come.

Unfortunately, due to the excessive cost of traveling to Nagaokakyo in November, no members of the Board of Selectman will be able to attend the celebration. We greatly appreciate your invitation, but the excessive cost of travel does not make the trip possible at this time.

Thank you again for your correspondence and we look forward to continue working with you and all of our friends in Nagaokakyo.

Sincerely,

The Arlington Board of Selectmen



Town of Arlington, Massachusetts

Remove 'No Parking' signs on Jason Street

ATTACHMENTS:

Type		Description
	Backup Material	Bean letter, meeting notice

50 Jason Street
Arlington, MA 02476
September 16, 2014

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476
SEP 16 3 00 PM '14

Board of Selectmen
Arlington, MA

Sirs:

I was struck by the contradiction between the Board's recent actions concerning traffic calming measures on upper Jason Street and the placement of new permanent "no parking" signs on Jason between Gray Street and Menotomy Rocks Park.

Restricting parking on that stretch of road has had the completely predictable effect of raising the speed of traffic during rush hour. (The construction on Brunswick Road mitigates the problem in the morning to some extent, but it is not a permanent effect, of course.) When cars parked along Jason near the park during off-leash dog hours at the park, the southbound rush hour traffic was often held up briefly while drivers had to wait for northbound traffic to clear before going around the parked cars. Now they can blast on through and they do.

I recommend that the parking situation be returned to its previous state. No one can recall any accidents along there having anything to do with parked cars. Speeding traffic will be slowed somewhat by that.

Thank you.



David Bean

OFFICE OF THE BOARD OF SELECTMEN

STEVEN M. BYRNE, CHAIR
JOSEPH A. CURRO, JR., VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 16, 2014

David Bean
50 Jason Street
Arlington, MA 02476

We are in receipt of your correspondence in which you request the removal of 'No Parking' signs on Jason Street between Gray Street and Menotomy Rocks Park.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the September 22nd Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to be in attendance, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr